

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING OF MONDAY, APRIL 6, 2015**

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

FLAG SALUTE

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

APPROVAL OF MINUTES:

Minutes of the regular meeting of February 2, 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-Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and minutes of the February 2, 2015 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 \$427,676.64. The motion was seconded by Deputy Mayor Capriglione to approve bills for payment. Votes: Cope –Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and bills were ordered paid.

AL'S ON LINE AUTO PARTS, INC.	MASTER CYLINDER	\$	31.68
AMANDA SOMES	MILEAGE FEB. 2015	\$	40.00
ANIMAL CAPTURE & CONTROL	IST QTR. SERVICES	\$	936.00
ATLANTIC CITY ELECTRIC	ELECTRICITY FEB/MAR 2015	\$	5,236.13
A T & T	COURT & MUNI. ALL IN ONE FEB. 2015	\$	390.31
A T & T	ISDN LINE FEB. 2015	\$	69.18
BASS RIVER BD. OF ED.	LOCAL SCHOOL TAX 4/7/15	\$	112,213.75
BEACONS	ORD. 2015-02, BUDGET & RERUN	\$	199.80
BURL CO MUN CLERKS ASSN	MEMBERSHIP DUES	\$	75.00
BURL CO MUN CT ADM ASSN	2015 BCMCAA CONF. REG. TIPPING FEES MARCH 2015	\$	245.00
BURL CO TREAS, LANDFILL		\$	2,642.96
BURL CO TREASURER	SALT USAGE 1/6/15-2/17/15	\$	4,343.52
CASA PAYROLL SERVICES	MAR. 2015 PAYROLL	\$	358.50
COMCAST	SERVICE 3/19 - 4/18	\$	107.95
COURIER TIMES, INC	OAK LANE RESTROOM BIDS	\$	77.04

CRAMER'S AUTO RECYCLING, INC	TOW FOR TRUCK	\$	75.00
GARY SMITH	REIMBURSEMENT FOR PARTS 1ST PYMT. TRADE	\$	33.58
GENERAC	PAYMENT	\$	10,000.00
GRAND HOTEL	HOTEL FOR SPRING 2015 CONF.	\$	432.00
GRETNA GREEN LANDSCAPING	OSM SNOW PLOWING 3/5/15	\$	960.00
HOLMAN FRENIA ALLISON, P.C.	PROGRESS BILLING 2014 AUDIT PUBLIC DEFENDER	\$	8,250.00
JEREMY S. PRICE	3/23/15	\$	500.00
JERSEY SHORE RESTROOMS, LLC	PORT A POT 3/20 - 4/16	\$	85.00
KLUK CONSULTANTS	ENGINEERING SERVICES	\$	1,763.75
KOWALSKI TIRE	TUBE	\$	73.00
LANGUAGE SERVICES ASSOCIATES	TELEPHONIC CHARGES FEB. 2015	\$	31.50
LESLIE LUSTBADER	2015 LEASE PAYMENT & TAXES	\$	1,292.60
MGL PRINTING SOLUTIONS	CLERK ENVELOPES & HOMESTEAD SUPPLY & INSTALL	\$	199.00
MUNICIPAL MAINTINANCE COMPANY	GOULDS	\$	6,130.00
MUNIDEX	ASSESSMENT NOTICES	\$	564.45
NEW JERSEY NATURAL GAS	PW BUILDING	\$	338.46
NJ LEAGUE OF MUNICIPALITIES	WOMEN IN GOVT. DAY	\$	35.00
NJRPA	PLAYGROUND SAFETY & EXAM	\$	525.00
OFFICE BASICS, INC	OFFICE SUPPLIES	\$	258.68
PEGGY BECK	MILEAGE MARCH 2015	\$	71.92
PETER C. LANGE	DEC., JAN., & FEB. 2015 LEGAL SERVICES	\$	3,638.00
PINELAND REGIONAL SCHOOL DIST	REG. SCHOOL TAX 4/7/15	\$	174,746.00
PINELANDS MUNICIPAL COUNCIL	2015 ANNUAL DUES	\$	100.00
POMONA OIL COMPANY	HEATING OIL FIRE HOUSE VET RABIES CLINIC	\$	2,083.32
RACHEL L. SOMERSHOE, VMD	3/28/15	\$	225.00
RICHARD IRETON	IRETON MILEAGE 1ST QTR.	\$	91.60
SARAH GODFREY	RABIES CLINIC PROPANE DELIVERY	\$	75.00
SUBURBAN PROPANE - 2115	3/5/15	\$	707.74
TRACTOR SUPPLY CREDIT PLAN	SWEEPER WHEELS	\$	29.99
TRANSFORMATION ENTERPRISES	FEB. 2015 ROLL-OFF	\$	2,870.00
VERIZON	COURT & MUNI PHONES FEB/MAR 2015	\$	919.90
WEX BANK	FEB. 2015 FUEL	\$	798.07
BASS RIVER PAYROLL ACCT.	3/5/15 PAYROLL	\$	15,443.87
BASS RIVER PAYROLL ACCT.	3/19/15 PAYROLL	\$	18,379.35
BASS RIVER PAYROLL ACCT.	4/2/15 PAYROLL	\$	14,830.52
STATE OF NJ DIV OF PENSIONS	ANNUAL PERS CONTRIBUTION	\$	33,432.00
HASLER, INC.	POSTAGE MARCH 2015	\$	720.52
	TOTAL	\$	427,676.64

ORDINANCES & RESOLUTIONS:

ORDINANCE 2015-02

**AN ORDINANCE OF THE TOWNSHIP OF BASS RIVER AMENDING
CHAPTER 5.12.030 OF THE REVISED ORDINANCES OF BASS RIVER
TOWNSHIP**

Deputy Mayor Capriglione read Ordinance 2015-02 upon second reading. The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Ordinance 2015-02 upon second reading and to open the meeting for public hearing on Ordinance 2015-02. Votes: Cope-Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor. Comments: None. Being no comments heard the motion to close the public hearing was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All present in favor. The motion to adopt ordinance 2015-02 was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. Votes: Cope-Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and Ordinance 2015-02 was hereby adopted.

***TOWNSHIP OF BASS RIVER
Ordinance 2015-02***

***AN ORDINANCE OF THE TOWNSHIP OF BASS RIVER AMENDING
CHAPTER 5.12.030 OF THE REVISED ORDINANCES OF BASS RIVER TOWNSHIP***

WHEREAS, the Bass River Township Board of Commissioners finds that there is a need to update the Bass River Township Code provisions as they currently exist under Chapter 5.12.030 of the revised Township Ordinances which are applicable to Liquor Licenses and fees based upon current standards; and

WHEREAS, N.J.S.A. 33:1-12 permits the Bass River Township Board of Commissioners to increase the annual licensing fees by not more than 20% from that charged in the preceding license year.

NOW, THEREFORE, BE IT ORDAINED by the Bass River Township Board of Commissioners that Bass River Township Code Section 5.12.030 "Liquor Licenses and fees" be and is hereby amended as follows:

5.12.030 Liquor licenses and fees.

C. License Fees.

The annual fees for alcoholic beverage licenses, both plenary retail consumption licenses and plenary retail distribution licenses, hereafter issued or renewed in this Township shall be as follows:

	<i>Plenary Retail Consumption License:</i>	<i>Plenary Retail Distribution License:</i>
<i>After May 1, 2015:</i>	<i>\$ 2176</i>	<i>\$ 1520</i>
<i>After May 1, 2016</i>	<i>\$ 2500</i>	<i>\$ 1824</i>
<i>After May 1, 2017</i>	<i>\$ 2500</i>	<i>\$ 2188</i>
<i>After May 1, 2018</i>	<i>\$ 2500</i>	<i>\$ 2500</i>

D. For each class of license authorized and issued within the Township, the annual license fee charged shall be in effect thereafter unless the Township amends the chapter further to change the license fees.

BE IT FURTHER ORDAINED that all other provisions of the Township Code currently in effect, are hereby saved from repeal, and shall remain in full force and effect;

BE IT FURTHER ORDAINED that if any provision of any section, subsection, paragraph, subdivision or clause of this ordinance shall be judged invalid by a court of competent jurisdiction, such order of judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision, or clause of this ordinance.

BE IT FURTHER ORDAINED that this ordinance shall take effect upon proper passage and in accordance with the law.

ALL OF WHICH IS ADOPTED this 6th day of April, 2015, by the Bass River Township Board of Commissioners.

RESOLUTION 2015-39

TONNAGE GRANT APPLICATION RESOLUTION 2015-39

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2015-39. Votes: Cope–Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2015-39 was hereby approved.

TONNAGE GRANT APPLICATION RESOLUTION 2015-39

WHEREAS, *The Mandatory Source Separation and Recycling Act, P.L.1987, c.102, has established a recycling fund from wh*

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 **2014 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 2015-40

TAX IDENTIFICATION STATEMENT

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2015-40. Votes: Cope–Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2015-40 was hereby approved.

TAX IDENTIFICATION STATEMENT

WHEREAS, *The Recycling Enhancement Act, P.L.2007, chapter 311, has established a recycling fund from which tonnage g*

WHEREAS, *There is levied upon the owner or operator of every solid waste facility (with certain exceptions) a recycling tax of \$3.00 per ton on all solid waste accepted for disposal or transfer at the solid waste facility.*

WHEREAS, *Whenever a municipality operates a municipal service system for solid waste collection, or provides for regular solid waste collection service under a contract awarded pursuant to the “Local Public Contracts Law”, the amount of grant monies received by the municipality shall not be less than the annual amount of recycling tax paid by the municipality except that all grant moneys received by the municipality shall be expended only for its recycling program.*

NOW THEREFORE BE IT RESOLVED by the Township of **Bass River that** Bass River Township hereby certifies a submission of expenditure for taxes paid pursuant to P.L.2007, chapter 311, in 2014 in the amount of \$1582.56 Documentation supporting this submission is available 3 North Maple Avenue, New Gretna, NJ and shall be maintained for no less than five years from this date.

RESOLUTION 2015-41

**A RESOLUTION AUTHORIZING THE EXECUTION OF A
RENEWAL AGREEMENT BETWEEN BASS RIVER
TOWNSHIP AND CUTTS BROTHERS, INCORPORATED
FOR THE PAYMENT OF IN LIEU TAXES ON PROPERTY LOCATED AT
BLOCK 73, PARTS OF LOTS 3, 7, 8,9,13 and 14 and BLOCK 105 PARTS OF
LOT 2, 3 & 4, BASS RIVER TOWNSHIP, NJ**

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2015-41. Votes: Cope–Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2015-41 was hereby approved.

RESOLUTION NO. 2015-41

**A RESOLUTION AUTHORIZING THE EXECUTION OF A
RENEWAL AGREEMENT BETWEEN BASS RIVER
TOWNSHIP AND CUTTS BROTHERS, INCORPORATED
FOR THE PAYMENT OF IN LIEU TAXES ON PROPERTY LOCATED AT
BLOCK 73, PARTS OF LOTS 3, 7, 8,9,13 and 14 and BLOCK 105 PARTS OF LOT 2, 3 & 4, BASS
RIVER TOWNSHIP, NJ**

WHEREAS, the Township previously entered into an Agreement, dated in 1999, with Cutts Brothers, Incorporated, a New Jersey corporation for the payment of in lieu taxes on the lands described on the tax map of Bass River Township as Block 73, part of Lots 3, 7, 8, 9, 13 & 14 and Block 105 part of Lots 2, 3 & 4; and

WHEREAS, the Township and Cutts Brothers have agreed to renew the aforementioned Agreement; and

WHEREAS, the Township and Cutts Brothers agree that all other terms of the aforementioned 1999 Agreement remain unchanged;

WHEREAS, it is appropriate to enter into a Renewal to the Agreement permitting the continued payment of in lieu taxes.

NOW, THEREFORE, BE IT RESOLVED by the Township of Bass River that:

- 1. The attached Renewal of Agreement between **BASS RIVER TOWNSHIP** and **CUTTS BROTHERS** shall be effective according to its terms.*
- 2. All remaining terms and conditions of the 1999 Agreement between **BASS RIVER TOWNSHIP** and **CUTT BROTHERS** shall remain unchanged.*
- 3. The Mayor of Bass River Township is hereby authorized to sign, seal, execute and witness/attest the Addendum/Renewal of Lease Agreement.*
- 4. The Mayor and Township Clerk are authorized to take any action necessary to implement the terms of the Addendum/Renewal of Lease Agreement.*

RESOLUTION 2015-42

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 Deputy Mayor Capriglione, seconded by Commissioner Bourguignon to approve Resolution 2015-42. Votes: Cope–Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2015-42 was hereby approved.

RESOLUTION 2015-42

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 6th day of April, 2015 that the following pay rate is hereby established for the 2015 calendar year and set as follows pursuant to Salary Ordinance:

OFFICE/EMPLOYEE		SALARY
NAME	TITLE	
DEPARTMENT OF PUBLIC WORKS & PROPERTY		

RESOLUTION 2015-43

**SELF-EXAMINATION OF BUDGET RESOLUTION
[as required by DCA]**

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2015-43. Votes: Cope–Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2015-43 was hereby approved.

*RESOLUTION 2015-43
SELF-EXAMINATION OF BUDGET RESOLUTION
[as required by DCA]*

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Township of Bass River has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2015 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Township of Bass River that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:

- a. Payment of interest and debt redemption charges*
- b. Deferred charges and statutory expenditures*
- c. Cash deficit of preceding year*
- d. Reserve for uncollected taxes*
- e. Other reserves and non-disbursement items*
- f. Any inclusions of amounts required for school purposes.*

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. *That pursuant to the Local Budget Law:*
 - a. *All estimates of revenue are reasonable, accurate and correctly stated,*
 - b. *Items of appropriation are properly set forth*
 - c. *In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.*
5. *The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.*
6. *That all other applicable statutory requirements have been fulfilled.*

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

OLD BUSINESS:

2015 Municipal Budget: The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve the 2015 municipal budget. Votes: Cope-Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and budget was hereby approved.

The motion to open the meeting for public comments on the 2015 municipal budget was made by Deputy Mayor Capriglione, seconded by Commissioner Bourguignon. All present in favor and meeting was open for public comments on the budget. Comments: None. Being no comments heard the motion to close the public hearing of the 2015 municipal budget was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All present in favor and public hearing was hereby closed.

The motion to adopt the 2015 municipal budget was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. Votes: Cope-Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor and the 2015 municipal budget was hereby adopted.

2015 Municipal Budget

of the Township of Bass River, County of Burlington
for the fiscal year 2015.

Revenue and Appropriation Summaries

Summary of Revenues	Anticipated	
	2015	2014
1. Surplus	345,000	345,000
2. Total Miscellaneous Revenues	504,645	472,690
3. Receipts from Delinquent Taxes	125,000	125,000

4. a) Local Tax for Municipal Purposes	248,659	210,656
b) Minimum Library Tax	0	0
Tot Amt to be Raised by Taxes for Sup of Muni Bud	248,659	210,656
Total General Revenues	1,223,304	1,153,346

Summary of Appropriations	2015 Budget	Final 2014 Budget
1. Operating Expenses: Salaries & Wages	377,820	370,247
Other Expenses	515,850	520,950
2. Deferred Charges & Other Appropriations	81,181	76,032
3. Capital Improvements	0	0
4. Debt Service (Include for School Purposes)	42,000	9,400
5. Reserve for Uncollected Taxes	206,453	176,717
Total General Appropriations	1,223,304	1,153,346
Total Number of Employees		

Balance of Outstanding Debt		
	General	
Interest	0	
Principal	42,000	
Outstanding Balance	165,925	

NEW BUSINESS:

Bid results for construction of the bathrooms at the Oak Avenue Park were reviewed by the Board of Commissioners. All bids appeared to be very high and were not acceptable to the board. Therefore, the motion was made by Commissioner Bourguignon to redesign the plans for a unisex bathroom with a closet and readvertise for bids. The motion was seconded by Deputy Mayor Capriglione. Votes: Cope-Absent, Capriglione-Yes, Bourguignon-Yes. All present in favor.

REPORTS:

The following reports were noted.

- Report of Solicitor
- Report of Municipal Court
- Safety Coordinators Report
- Other Reports

PUBLIC COMMENT:

The meeting was open for public comment at 7:34 p.m. upon a motion by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All present in favor.

L. Assur requested information regarding the resolution for the tax identification. Clerk explained the intention of the resolution. Tax paid for solid waste has to be paid in order to qualify for our recycling tonnage grant.

L. Assur asked for further explanation on why the bids for the bathrooms at Oak Avenue Park were so high. It is unknown why they prices came in so high.

L. Assur asked for clarification and instructions on the tax lien auction. Solicitor provided more information and explained procedures.

K. Foder commented on the Pinelands Regional School budget. Would encourage more people to attend more school board meetings to voice their concerns over the high taxes being paid to the school.

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 7:58 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 7:59 p.m.

Respectfully Submitted
Amanda S. Somes, RMC
Township Clerk
