

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING OF MONDAY, DECEMBER 2, 2019**

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 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 November 4, 2019 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 present in favor and minutes of the November 4, 2019 regular meeting were hereby approved.

PAYMENT OF BILLS:

The motion was made by Mayor Cope to approve payment of the bills in the amount of \$185,696.28 noting the removal of Payment to Great Bay EMS in the amount of \$6000.00. The motion was seconded by Commissioner Bourguignon to approve bills for payment as amended. Votes: Cope –Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and bills were ordered paid.

ACADEMY SECURITY	ALARM MONITORING 12/1/19 - 2/29/20	\$ 87.00
ACE OUTDOOR POWER EQUIPMENT 3	PARTS INV. #202357	\$ 776.60
ACUA	WATER TESTING	\$ 577.65
AMANDA SOMES	MILEAGE & PARKING	\$ 72.00
ATLANTIC CITY ELECTRIC	ELECTRICITY NOV 2019 - PARTIAL	\$ 2,262.43
A T & T	ALL IN ONE OCT. 2019	\$ 59.54
AUTO ZONE, INC.	PARTS	\$ 35.59
BASS RIVER BD OF ED	LOCAL SCHOOL TAX 12/2/19	\$ 130,452.50
CASA PAYROLL SERVICES	NOV. 2019 PAYROLL	\$ 240.00
CHRISTOPHER NORMAN, ESQ.	PLANNING BD. WORK	\$ 225.00
CHRISTOPHER NORMAN, ESQ.	PLANNING BD. MTG. 11/6/19	\$ 300.00
CINTAS	SUPPLIES	\$ 188.92

COMCAST	SERVICE 11/19/19 - 12/18/19	\$ 108.00
DANTE GUZZI ENGINEERING ASSOC.	ENGINEERING SERVICES	\$ 225.00
DEBORAH NIXON	WELLNESS CHAIR MASSAGES	\$ 500.00
READYFRESH BY NESTLE	SERVICE OCT. 2019	\$ 3.99
DOCUMENT CONCEPTS, INC.	COURT MAILERS/NOTICES	\$ 247.00
ESI EQUIPMENT INC.	SERVICE AGREEMENT FIRE CO.	\$ 1,711.00
GANNETT NJ NEWSPAPERS	RESOLUTIONS	\$ 558.36
HOME DEPOT	SUPPLIES	\$ 1,007.83
IPM INTEGRATED PEST MANAGEMENT	QUARTERLY SERVICE	\$ 85.00
KEVIN S. QUINLAN	NOV. 2019 PROSECUTIONS	\$ 1,600.00
LANGUAGE SERVICES	SERVICES OCT. 2019	\$ 25.20
MR. BOB'S	PORT A POTS 11/5/19 - 12/2/19 & OAK LANE	\$ 518.64
MUNICIPAL CODE CORPORATION	2018 & 2019 CODE UPDATE	\$ 1,935.00
NAPA AUTO PARTS	PARTS	\$ 227.04
NEW JERSEY NATURAL GAS	NATURAL GAS 10/8/19 - 11/13/19	\$ 617.66
OFFICE BASICS, INC.	OFFICE & HOUSEKEEPING SUPPLIES	\$ 254.44
PEGGY BECK	BANK MILEAGE NOV 2019 & CELL, IPAD & FAX 2019	\$ 757.12
QC LABS / EUROFINs	WATER TESTING	\$ 328.49
RUMPF REID & DOLCY	PUBLIC DEFENDER 11/18/19	\$ 750.00
SAFEGUARD BUSINESS SYSTEMS	CURRENT ACCOUNT CHECKS	\$ 307.70
SOUTH JERSEY WATER TEST	WATER TESTING	\$ 1,485.00
TRANSFORMATION ENTERPRISES	OCT. 22019 ROLL-OFF	\$ 6,075.00
TREASURER, STATE OF NEW JERSEY	BFCE REG. RENEWAL FEE	\$ 191.00
VERIZON	PHONES OCT/NOV 2019	\$ 656.63
WALMART COMMUNITY/SYNCB	SUPPLIES	\$ 395.71
WEX BANK	FUEL NOV. 2019	\$ 875.78
BASS RIVER PAYROLL ACCT	PAYROLL 11/7/19	\$ 14,447.43
BASS RIVER PAYROLL ACCT	PAYROLL 11/21/19	\$ 14,525.03
	TOTAL	\$ 185,696.28

PRESENTATIONS BY MAYOR & READING OF PROCLAMATION

Mayor presented certificates of appreciation to individuals from the public that volunteered in the Township over the past year.

Mayor read the following proclamation:

A Proclamation Commemorating Bass River Township School Choice Week

WHEREAS all children in Bass River Township should have access to the highest-quality education possible; and,

WHEREAS Bass River Township recognizes the important role that an effective education plays in preparing all students in Bass River Township to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of Bass River Township; and,

WHEREAS Bass River Township is home to a multitude of excellent education options from which parents can choose for their children; and,

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS our area has many high-quality teaching professionals who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

*NOW, THEREFORE, I, Deborah Buzby-Cope, Mayor of Bass River Township do hereby recognize January 26 – February 1, 2020 as **Bass River Township SCHOOL CHOICE WEEK**, and I call this observance to the attention of all of our citizens.*

ORDINANCES & RESOLUTIONS:

RESOLUTION 2019-62

A RESOLUTION SETTING THE ANNUAL SCHEDULE OF MEETINGS FOR THE BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS FOR THE CALENDAR YEAR 2020

RESOLUTION 2019-62

BASS RIVER TOWNSHIP

A RESOLUTION SETTING THE ANNUAL SCHEDULE OF MEETINGS FOR THE BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS FOR THE CALENDAR YEAR 2020

***BE IT RESOLVED** by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey that the “Annual Notice” Annual Schedule of Meetings for the Bass River Township Board of Commissioners shall be reflected on the following schedule.*

BE IT FURTHER RESOLVED that the Township Clerk shall transmit the Annual Schedule of Meetings to the Township's Official Newspapers, post a copy of said schedule on the Township bulletin board, and make copies available to the public for a fee.

On the following dates the Bass River Township Board of Commissioners shall conduct official public meetings and work meetings for the year 2020. Said meetings shall be held in the Township Municipal Building, 3 North Maple Avenue, New Gretna, New Jersey and shall commence at 7:00 p.m.

REGULAR MEETING DATES FOR OFFICIAL ACTION:

January 6, February 3, March 2, April 6, May 4, June 1, July 6, August 3, September 14, October 5, November 2 and December 7, 2020

RESOLUTION 2019-63

A RESOLUTION SETTING THE ANNUAL SCHEDULE OF MEETINGS FOR THE BASS RIVER TOWNSHIP PLANNING/ZONING BOARD FOR THE CALENDAR YEAR 2020

RESOLUTION 2019-63

BASS RIVER TOWNSHIP

A RESOLUTION SETTING THE ANNUAL SCHEDULE OF MEETINGS FOR THE BASS RIVER TOWNSHIP PLANNING/ZONING BOARD FOR THE CALENDAR YEAR 2020

BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey that the "Annual Notice" Annual Schedule of Meetings for the Bass River Township Planning/Zoning Board shall be reflected on the following schedule.

BE IT FURTHER RESOLVED that the Township Clerk shall transmit the Annual Schedule of Meetings to the Township's Official Newspapers, post a copy of said schedule on the Township bulletin board, and make copies available to the public for a fee.

On the following dates the Bass River Township Planning/Zoning Board of shall conduct official public meetings for the year 2020. Said meetings shall be held in the Township Municipal Building, 3 North Maple Avenue, New Gretna, New Jersey and shall commence at 7:00 p.m.

REGULAR MEETING DATES:

January 22, February 26, March 25, April 22, May 27, June 24, July 22, August 26, September 23, October 28, November 25 and December 23, 2020

RESOLUTION 2019-64

A RESOLUTION ESTABLISHING AN OFFICIAL HOLIDAY LIST FOR THE TOWNSHIP OF BASS RIVER AND SETTING FORTH PROCEDURES FOR PAYING TOWNSHIP EMPLOYEES FOR SAME

RESOLUTION 2019-64

A RESOLUTION ESTABLISHING AN OFFICIAL HOLIDAY LIST FOR THE TOWNSHIP OF BASS RIVER AND SETTING FORTH PROCEDURES FOR PAYING TOWNSHIP EMPLOYEES FOR SAME

BE IT RESOLVED by the Board of Commissioners of the Township of Bass River at a regular meeting held on the 2nd day of December 2019 that the following are hereby designated as Holidays for the Township of Bass River for 2020:

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|---------------------------------------|--|
| ▪ <i>New Year's Day</i> | <i>Wednesday, January 1st</i> |
| ▪ <i>Martin Luther King Jr. B-day</i> | <i>Monday, January 20th</i> |
| ▪ <i>President's Day</i> | <i>Monday, February 17th</i> |
| ▪ <i>Good Friday</i> | <i>Friday, April 10th</i> |
| ▪ <i>Memorial Day</i> | <i>Monday, May 25th</i> |
| ▪ <i>Independence Day</i> | <i>Friday, July 3rd</i> |
| ▪ <i>Labor Day</i> | <i>Monday, September 7th</i> |
| ▪ <i>Columbus Day</i> | <i>Monday, October 12th</i> |
| ▪ <i>Election Day</i> | <i>Tuesday, November 3rd</i> |
| ▪ <i>Veterans Day</i> | <i>Wednesday, November 11th</i> |
| ▪ <i>Thanksgiving Day</i> | <i>Thursday, November 26th</i> |
| ▪ <i>Day After Thanksgiving</i> | <i>Friday, November 27th</i> |
| ▪ <i>Christmas Day</i> | <i>Friday, December 25th</i> |

BE IT FURTHER RESOLVED that all Township Offices and the Convenience Center is hereby closed on the aforementioned holidays for employees pursuant to Bass River Township Policy.

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolutions 2019-62, 2019-63 and 2019-64. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolutions 2019-62, 2019-63 and 2019-64 were hereby approved.

RESOLUTION 2019-65

RESOLUTION OF THE TOWNSHIP OF BASS RIVER COUNTY OF BURLINGTON, STATE OF NEW JERSEY AUTHORIZING THE TRANSFERS BETWEEN BUDGET APPROPRIATIONS DURING THE LAST TWO MONTHS OF THE FISCAL YEAR AND THE FIRST THREE MONTHS OF THE ENSUING YEAR.

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2019-65. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2019-65 was hereby approved.

RESOLUTION NO. 2019-65

RESOLUTION OF THE TOWNSHIP OF BASS RIVER COUNTY OF BURLINGTON, STATE OF NEW JERSEY AUTHORIZING THE TRANSFERS BETWEEN BUDGET APPROPRIATIONS DURING THE LAST TWO MONTHS OF THE FISCAL YEAR AND THE FIRST THREE MONTHS OF THE ENSUING YEAR.

WHEREAS, transfers are permitted between budget appropriations during the last two months for the fiscal year, and the first three months of the ensuing year;

NOW THEREFORE BE IT RESOLVED by the Governing Body, Township of Bass River, County of Burlington, New Jersey; that transfers between 2019 Budget Appropriations are made as follows:

To:

9-01-20-110-002	Admin OE	\$	650.00
9-01-20-135-002	Audit Services	\$	545.00
9-01-21-180-002	Planning OE	\$	3,000.00
9-01-31-430-002	Electricity	\$	6,000.00
9-01-36-471-002	PERS	\$	123.89
9-01-43-495-002	Public Defender	\$	2,000.00
9-01-26-305-002	Convenience Center OE	\$	7,000.00
9-01-27-340-002	Dog Regulation OE	\$	1,000.00
9-01-32-465-002	Landfill Closure Costs	\$	100.00
9-01-31-455-001	Sewer System SW	\$	1,500.00
9-01-31-460-002	Gasoline	\$	1,000.00
9-01-20-130-001	Finance SW	\$	1,000.00

			From:
			\$
9-01-23-225-002	Unemployment		(11,000.00)
			\$
9-01-26-306-002	Utility Maintenance OE		(2,668.89)
			\$
9-01-26-290-002	Streets & Roads OE		(6,750.00)
			\$
9-01-20-142-002	Liquidation of TTL		(3,500.00)
			\$
		\$	23,918.89
			(23,918.89)

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

1. That the Governing Body hereby authorizes the necessary transfers for the year 2019.
2. That a certified copy of this resolution shall be kept on file at the Municipal Clerk's office and be forwarded to the Township's Certified Municipal Finance Officer.

RESOLUTION 2019-66

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 2019 BUDGET ENTITLED "NJDOT FY 2020 MUNICIPAL AID PROGRAM" IN THE AMOUNT OF \$245,000

The motion was made by Mayor Cope, seconded by Deputy Mayor Capriglione to approve Resolution 2019-66. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2019-66 was hereby approved.

RESOLUTION 2019-66

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 2019 BUDGET ENTITLED "NJDOT FY 2020 MUNICIPAL AID PROGRAM" IN THE AMOUNT OF \$245,000

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 2019 in the sum of \$245,000; which item is now available as a revenue for the NJDOT FY 2020 Municipal Aid Program pursuant to the provisions of statute; and

BE IT FURTHER RESOLVED that a like sum of \$245,000 be and the same is hereby appropriated under the caption of the NJDOT FY 2020 Municipal Aid Program.

REPORTS:

The following reports were noted.

Report of Solicitor
Municipal Court
Report from Pinelands BOE Representative, Mr. Williams.

PUBLIC COMMENT:

The meeting was open for public comment upon a motion by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All in favor and meeting was open for public comment at 7:30 p.m.

B. Percy complained to the Board about the Burlington County Health Department and the issues she has faced with regard to permits she is obtaining for septic installation. She has contacted the Freeholders and told them the Department is very unprofessional. She was directed to the Director of the Department Dr. Conway. Mayor told Ms. Percy that is she didn't get a response by the end of the week to please let us know.

T. Williams asked about NJDO Grant and requested further information which was provided.

K. Foder asked about coverage for EMS Services with regard to Squad 85. Mayor said the issue is coverage of shifts and still waiting for information from them.

Being 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 7:51 p.m.

Being no further business to come before the Board the motion to adjourn was made by Deputy Mayor Capriglione, seconded by Commissioner Bourguignon. All in favor and meeting was adjourned at 7:512 p.m.

Respectfully Submitted
Amanda S. Somes, RMC
Township Clerk