

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS
SPECIAL MEETING OF TUESDAY, JUNE 20, 2017**

Mayor Cope called the special meeting of the Bass River Township Board of Commissioners to order at 9:00 A.M.. Present at meeting were: Mayor Deborah Buzby-Cope and Deputy Mayor Nicholas Capriglione. Also present was Clerk Amanda Somes and Township Solicitor Joanne O'Connor. Meeting was noticed in accordance with state statute; however, no public attended this meeting. Absent: Commissioner Bourguignon

FLAG SALUTE

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

ORDINANCES AND RESOLUTIONS

ORDINANCE 2017-04

**AN ORDINANCE OF THE TOWNSHIP OF BASS RIVER
AMENDING TITLE 2 OF THE REVISED ORDINANCES OF
BASS RIVER TOWNSHIP ENTITLED ADMINISTRATION AND PERSONNEL**

Mayor Cope introduced Ordinance 2017-04 by Title only. The motion was made by Mayor Cope, seconded by Deputy Mayor Capriglione to approve Ordinance 2017-04 upon first reading by title only. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Absent. All present in favor and Ordinance 2017-04 was hereby approved upon first reading. Second reading and public hearing will be scheduled for the July regular meeting.

Ordinance 2017-04

***AN ORDINANCE OF THE TOWNSHIP OF BASS RIVER
AMENDING TITLE 2 OF THE REVISED ORDINANCES OF
BASS RIVER TOWNSHIP ENTITLED ADMINISTRATION AND PERSONNEL***

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 Title 2 of the revised Township Ordinances which are applicable to administration and personnel; and

WHEREAS, N.J.S.A. 40:48-2. Other necessary and proper ordinances, provides that any municipality may make, amend, repeal and enforce such ordinances, as it may deem necessary and proper for the good government, order and protection of persons and property, and for the preservation of the public health, safety and welfare of the municipality and its inhabitants; and

WHEREAS, N.J.S.A. 40A:11-9(a) provides that a municipality may adopt an Ordinance to designate an individual to serve as the qualified purchasing agent; and

WHEREAS, the State of New Jersey has established qualifications for designation of the position of qualified purchasing agent; and

WHEREAS, the Township CFO possesses all qualifications for such position pursuant to

N.J.S.A. 40A:11-9(b); and

WHEREAS the Township has determined that certain benefits of efficiency and economics will be derived by establishing the position of Purchasing Agent.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Township of Bass River, in the County of Burlington and State of New Jersey that Title 2 of the Bass River Township Code entitled "Administration and Personnel" be and is hereby amended as follows:

- 1. There is hereby created the position of Purchasing Agent for the Township of Bass River.*
- 2. Pursuant to N.J.S.A. 40A:11-9(a), the Purchasing Agent shall be appointed by the Mayor with the approval of the Board of Commissioners.*
- 3. The Purchasing Agent is required to possess a valid Qualified Purchasing Agent certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs.*
- 4. The Purchasing Agent shall have, on behalf of the Board of Commissioners of the Township of Bass River, the authority, responsibility and accountability for the purchasing activity pursuant to Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); to prepare public advertising for and to receive bids and requests for proposals for the provision or performance of goods, services and construction contracts; to award contracts pursuant to N.J.S.A. 40A:11-3 in accordance with the regulations, forms and procedures promulgated by state regulatory agencies; and conduct any activities as may be necessary or appropriate to the purchasing function of the Township of Bass River.*
- 5. Having appointed a Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-9(b), the Township of Bass River elects to increase the bid threshold to \$40,000.00 pursuant to N.J.S.A. 40A:11-3(a), which threshold may be adjusted from time to time by the Governor.*
- 6. All ordinances or parts of ordinances inconsistent herewith are repealed to the extent of such inconsistency.*
- 7. If any word, phrase, clause, section or provision of this ordinance shall be found by any Court of competent jurisdiction to be unenforceable, illegal or unconstitutional, such word, phrase, clause, section, or provision shall be severable from the balance of the ordinance and the remainder of the ordinance shall remain in full force and effect.*
- 8. This ordinance shall take effect immediately upon final passage and publication as required by law.*

ALL OF WHICH IS ADOPTED this 20th day of June, 2017, by the Bass River Township Board of Commissioners.

ORDINANCE 2017-05

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

Mayor Cope introduced Ordinance 2017-05 by Title only. The motion was made by Mayor Cope, seconded by Deputy Mayor Capriglione to approve Ordinance 2017-05 upon first reading by title only. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Absent. All present in favor and Ordinance 2017-05 was hereby approved upon first reading. Second reading and public hearing will be scheduled for the July regular meeting.

ORDINANCE 2017-05

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

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

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

<u>TITLE</u>		<u>SALARY RANGE</u>
<i>Administrative Assistant</i>	<i>Per Annum</i>	<i>4000 – 15,000</i>
<i>Bailiff</i>	<i>Per Court Day</i>	<i>200 - 500</i>
<i>Chief Financial Officer</i>	<i>Per Annum</i>	<i>7000 - 20000</i>
<i>Clerk/Typist</i>	<i>Per Hour</i>	<i>9.00 - 20.00</i>
<i>Code Enforcement Official</i>	<i>Per Annum</i>	<i>3000 - 10000</i>
<i>Commissioner</i>	<i>Per Annum</i>	<i>3000 - 7000</i>
<i>Court Clerk/Typist</i>	<i>Per Hour</i>	<i>9.00 - 18.00</i>
<i>Deputy Court Administrator</i>	<i>Per Annum</i>	<i>20000 - 36000</i>
<i>Deputy Registrar of Vital Statistics</i>	<i>Per Annum</i>	<i>200 - 500</i>
<i>Dog Registrar</i>	<i>Per Annum</i>	<i>200 -500</i>
<i>Emergency Management Coordinator</i>	<i>Per Annum</i>	<i>500 - 900</i>
<i>Equipment Operator</i>	<i>Per Hour</i>	<i>9.00 - 18.00</i>
<i>Foreman</i>	<i>Per Hour</i>	<i>10.00- 20.00</i>
<i>Laborer</i>	<i>Per Hour</i>	<i>8.00 - 15.00</i>
<i>Lead Laborer</i>	<i>Per Hour</i>	<i>10.00 - 18.00</i>
<i>Mayor</i>	<i>Per Annum</i>	<i>3000 - 6000</i>
<i>Mechanic</i>	<i>Per Hour</i>	<i>10.00 - 18.00</i>
<i>Municipal Alliance Coordinator</i>	<i>Per Annum</i>	<i>1000 - 4000</i>
<i>Municipal Clerk</i>	<i>Per Annum</i>	<i>35000 - 60000</i>
<i>Municipal Court Administrator</i>	<i>Per Annum</i>	<i>35000 - 60000</i>
<i>Municipal Court Judge</i>	<i>Per Annum</i>	<i>25000 - 60000</i>
<i>Planning Board Secretary</i>	<i>Per Annum</i>	<i>2000 - 5000</i>
<i>Secretary</i>	<i>Per Annum</i>	<i>9.00 - 18.00</i>
<i>Special Court Deputy</i>	<i>Per Hour</i>	<i>12.00 - 18.00</i>
<i>Tax Assessor</i>	<i>Per Annum</i>	<i>8000 - 20000</i>
<i>Tax Assessor's Assistant</i>	<i>Per Annum</i>	<i>3000 - 8000</i>
<i>Tax Collector</i>	<i>Per Annum</i>	<i>5000 - 15000</i>
<i>Treasurer</i>	<i>Per Annum</i>	<i>3000 - 20000</i>
<i>Waste Water Operator</i>	<i>Per Annum</i>	<i>2000 - 5000</i>
<i>Waterfront Manager</i>	<i>Per Annum</i>	<i>500 - 800</i>
<i>Zoning Enforcement Officer</i>	<i>Per Annum</i>	<i>2000 – 7000</i>
<i>Deputy Zoning Enforcement Officer</i>	<i>Per Annum</i>	<i>2000 – 5000</i>
<i>Deputy Emergency Management Coord.</i>	<i>Per Annum</i>	<i>100 – 500</i>
<i>QPA</i>	<i>Per Annum</i>	<i>1000-5000</i>

The motion to open the meeting for public comment was made by Mayor Cope, seconded by Deputy Mayor Capriglione. Being no public comment the motion to close the public portion was made by Mayor Cope, seconded by Deputy Mayor Capriglione. All in favor. Meeting was closed to the public.

Being no further business to come before the Board the motion to adjourn was made by Mayor Cope, seconded by Deputy Mayor Capriglione. All in favor and meeting was adjourned at 10:15 a.m.

Respectfully Submitted
Amanda S. Somes, RMC
Township Clerk
