

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING OF MONDAY, MARCH 7, 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 and Commissioner Louis Bourguignon. Also present Township Clerk Amanda Somes and Solicitor Joanne O'Connor. Members of the public were present at this meeting. Absent-- Deputy Mayor Nicholas Capriglione.

**FLAG SALUTE**

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

**APPROVAL OF MINUTES:**

Minutes of the regular meeting of February 1, 2016 were presented to the Board for review. The motion to approve the minutes was made by Mayor Cope and seconded by Commissioner Bourguignon. Votes: Cope-Yes, Capriglione-Absent, Bourguignon-Yes. All present in favor and minutes of the February 1, 2016 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 \$211,940.10. The motion was seconded by Commissioner Bourguignon to approve bills for payment. Votes: Cope –Yes, Capriglione-Absent, 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 2016-24**

**A RESOLUTION OF THE BASS RIVER  
TOWNSHIP BOARD OF COMMISSIONERS IN  
RECOGNITION OF THE SERVICE OF CHRIS BROWER TO THE TOWNSHIP  
OF BASSRIVER AND THE TOWNSHIP PLANNING/ZONING BOARD  
MEMBER AND CHAIRMAN**

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-24. Votes: Cope–Yes, Capriglione-Absent, Bourguignon-Yes. All present in favor and Resolution 2016-24 was hereby approved.

**RESOLUTION #2016-24**

**A RESOLUTION OF THE BASS RIVER  
TOWNSHIP BOARD OF COMMISSIONERS IN  
RECOGNITION OF THE SERVICE OF CHRIS BROWER TO THE TOWNSHIP OF BASSRIVER  
AND THE TOWNSHIP PLANNING/ZONING BOARD MEMBER AND CHAIRMAN**

*WHEREAS, Mr. Chris Brower has served diligently and effectively as a volunteer member of the Bass River Planning/Zoning Board for over thirty years; and*

*WHEREAS, Mr. Chris Brower served as Chairman of the Planning/Zoning Board and in the years that followed presided over and led the Board through various comprehensive re-examinations of the Bass River Township Master Plan which resulted in comprehensive modifications and updates to the Bass River Township Zoning Ordinance; and*

*WHEREAS, Mr. Chris Brower’s leadership of the Planning/Zoning Board has been instrumental in maintaining the rural charm of Bass River Township and has certainly been a significant contributing factor in preserving the bucolic character of his beloved community; and*

*WHEREAS, Mr. Brower has been an invaluable and respected member of the Planning/Zoning Board and has guided the Board at all time with the utmost interests of Bass River Township and its residents in mind while always discharging his duty with fairness and respect to the applicants, professionals and members of the community; and*

*WHEREAS, the Bass River Township Board of Commissioners is desirous of recognizing Mr. Chris Brower for his outstanding public service.*

***NOW THEREFORE, be it resolved as follows:***

*The Bass River Township Board of Commissioners does hereby express its sincere appreciation for the volunteer service of Mr. Chris Brower and his dedication to the duties and responsibilities of the Bass River Township Planning/Zoning Board and for his distinguished service as the Board Chairman for these last several years. Thank you Chris!*

**RESOLUTION NO. 2016-25**

**A RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY GIVING APPROVAL FOR A COIN DROP WITHIN THE TOWNSHIP OF BASS RIVER, SUBJECT TO APPROVALS BY COUNTY AND/OR STATE OFFICIALS**

The motion was made by Commissioner Bourguignon, seconded by Mayor Cope to approve Resolution 2016-25. Votes: Cope–Yes, Capriglione-Absent, Bourguignon-Yes. All present in favor and Resolution 2016-25 was hereby approved.

**RESOLUTION 2016-25**

**A RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY GIVING APPROVAL FOR A COIN DROP WITHIN THE TOWNSHIP OF BASS RIVER, SUBJECT TO APPROVALS BY COUNTY AND/OR STATE OFFICIALS**

*WHEREAS, the New Gretna Volunteer Fire Company has provided an application to the Township of Bass River to hold a coin drop; and*

*WHEREAS, Bass River Township's local ordinance allow for such events, subject to approval by County and/or State Officials.*

*THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Bass River that the following schedule for coin drops by the New Gretna Volunteer Fire Company have been approved at locations(s) listed below:*

*LOCATION: Burlington County Route 679 a.k.a. North Maple Avenue, New Gretna and Route 9, New Gretna. Time from 0700-1700.*

<i>DATES: May 29<sup>th</sup></i>	<i>Alternate</i>	<i>June 5<sup>th</sup></i>
<i>June 12<sup>th</sup></i>	<i>Alternate</i>	<i>June 19<sup>th</sup></i>
<i>July 3<sup>rd</sup></i>	<i>Alternate</i>	<i>July 10<sup>th</sup></i>
<i>August 7<sup>th</sup></i>	<i>Alternate</i>	<i>August 14<sup>th</sup></i>
<i>October 16<sup>th</sup></i>	<i>Alternate</i>	<i>October 23<sup>rd</sup></i>

*BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the New Gretna Volunteer Fire Company and the Burlington County Engineer's Office for submission to the Board of Chosen Freeholders for approval.*

**RESOLUTION NO. 2016-26**

**RESOLUTION OF THE TOWNSHIP OF BASS RIVER,  
COUNTY OF BURLINGTON, STATE OF NEW JERSEY,  
STATING THAT THE TOWNSHIP COMMITTEE DESIRES  
TO ESTABLISH A DEFERRED SCHOOL TAX**

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-26. Votes: Cope–Yes, Capriglione-Absent, Bourguignon-Yes. All present in favor and Resolution 2016-26 was hereby approved.

**RESOLUTION NO. 2016 -26**

**RESOLUTION OF THE TOWNSHIP OF BASS RIVER,  
COUNTY OF BURLINGTON, STATE OF NEW JERSEY,  
STATING THAT THE TOWNSHIP COMMITTEE DESIRES  
TO ESTABLISH A DEFERRED SCHOOL TAX**

*WHEREAS, the State of New Jersey, Division of Local Government Services, require an annual resolution by Municipalities that raise school taxes on a school year basis, and wish to defer a portion of that levy at the beginning and end of a calendar year, and*

*WHEREAS, a Municipality that raises school taxes on a school year basis may defer up to the lesser of (1) 50% of the school levy, or (2) the unpaid balance of the school tax on December 31<sup>st</sup> less any unpaid requisitions on that date, and*

*WHEREAS, based upon the above procedure, the allowable amount of school tax that may be deferred on December 31, 2015 is up to \$702,028.00, and*

*NOW, THEREFORE, BE IT RESOLVED that as of December 31, 2015, the governing body desires to establish a deferred school tax of \$474,991.00.*

*AND, BE IT FURTHER RESOLVED that a certified copy of this resolution is to be forwarded to the Director of the Division of Local Government Services and the Chief Financial Officer.*

**RESOLUTION NO. 2016-27**

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

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-27. Votes: Cope–Yes, Capriglione–Absent, Bourguignon–Yes. All present in favor and Resolution 2016-27 was hereby approved.

**RESOLUTION 2016-27**

**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.*

#### **NEW BUSINESS:**

1. **Introduction of the 2016 Municipal Budget:** The motion was made by Commissioner Bourguignon to approve the introduction of the budget by title only. All present in favor and the budget was read by title. The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve the 2016 Municipal Budget by title with public hearing scheduled for the April regular meeting. Votes: Cope-Yes, Capriglione-Absent, Bourguignon-Yes. All present in favor and the 2016 Municipal Budget was hereby approved upon introduction.

#### **REPORTS:**

The following reports were noted.

Report of Solicitor  
Report of Municipal Court  
Report of Safety Coordinator  
Report of Dog Registrar

PUBLIC COMMENT:

The meeting was open for public comment at 7:23 p.m. upon a motion by Commissioner Bourguignon, seconded by Mayor Cope. All present in favor.

B. Curtain asked for clarification if there was to be a tax increase in the budget. The Township Auditor said that the local purpose tax rate will remain flat (no increase).

C. Bitzberger asked Mayor to read letter submitted to the Commissioners from the Citizens Action Committee. Mayor instructed the Solicitor to read letter. Ms. Bitzberger asked what the Commissioners thought of these comments. Solicitor clarified some discrepancies in the letter. There are a number of inaccuracies in this letter she noted. \$26.7 million is the actual assessment for both facilities. Ms. Bitzberger still believes Viking Yacht is still under assessed.

N. McCarten talked about the meals on wheels program and having a meeting on April 11<sup>th</sup> at 1 p.m. at the Presp. Church and meals on wheels from both Burlington and ocean county will be on hand to speak. She encouraged all seniors to attend to find out about the program.

J. Smith asked for permission to plant a tree across the street at the park in honor of Gary Smith. Mayor requested she write a letter to the Clerk making a formal request.

J. Lamson asked who she would call regarding drainage issues with a county road. Mayor is meeting with County Engineer on Tuesday and she will request that they look into it. Mayor requested she give more detailed information in writing and she will give to County Engineer.

C. Bitzberger noted that water is accumulating on a piece of property on the corner of Goldecker and Leektown Road and she also noted the septic tank is overflowing into the Wading River. Mayor said the issue with the ponding of water is being looked into by the DPW.

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 7:50 p.m.

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 7:52 p.m.

Respectfully Submitted  
Amanda S. Somes, RMC  
Township Clerk

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