

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING OF MONDAY, AUGUST 3, 2020**

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 Louis Bourguignon and Commissioner Nicholas Capriglione. Also present Township Clerk Amanda Somes and Solicitor Joanne O'Connor (via telephone). Members of the public were present at this meeting. Please note: Due to the Covid-19 Pandemic, this month's Township Meeting is being conducted telephonically and live.

FLAG SALUTE

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

APPROVAL OF MINUTES:

Minutes of the regular meeting of July 6, 2020 were presented to the Board for review. The motion to approve the minutes was made by Deputy Mayor Bourguignon, seconded by Commissioner Capriglione. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. Minutes of the July 6, 2020 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 **\$372,564.48**. The motion was seconded by Deputy Mayor Bourguignon to approve bills for payment. Votes: Cope –Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and bills were ordered paid.

4IMPRINT	CUSTOM SHIRTS #19995487	\$ 560.09
A.E. STONE	SCREENED STONE OAK LANE PARK	\$ 710.00
ALENCO FENCE	REPLACE GATE	\$ 1,650.00
AMANDA SOMES	REIMBURSE FOR ZOOM MEETING PROGRAM	\$ 15.98
ARAWAK PAVING CO., INC.	CHIPS FOLLY PHASE 2	\$ 166,282.99
ATLANTIC CITY ELECTRIC	ELECTRICITY PARTIAL JULY 2020	\$ 585.82
A T & T	ALL IN ONE JUNE 2020	\$ 63.76
BAGEL GOURMET	SANDWICHES TEST CENTER	\$ 180.00
BASS RIVER BD OF ED	LOCAL SCHOOL TAX 8/3/20	\$ 96,407.08
BELLIA TECH, LLC	TECH SUPPORT JUNE 2020	\$ 328.49
BURLCOJIF	LIABILITY & WORKMAN'S COMP.	\$ 30,589.00
CASA PAYROLL SERVICES	#15 & #16 PAYROLL SERVICES	\$ 241.50
CHARLES SPRAGUE	EMS TRAINING REIMBURSEMENT	\$ 300.00
CINTAS	SUPPLIES	\$ 189.32
COMCAST	SERVICE 7/19/20 - 8/18/20	\$ 109.00
DANTE GUZZI ENGINEERING ASSOC.	ENGINEERING SERVICES	\$ 13,043.15
EMERGENCY MEDICAL PRODUCTS, INC.	SHIPPING FEE	\$ 11.68
GLOBAL INTERACTIVE SOLUTIONS	1 YEAR ZOOM VIDEO	\$ 767.88
GT MID ATLANTIC	KING PIN KIT	\$ 280.90

		\$
HOME DEPOT	SUPPLIES	1,167.11
		\$
KEVIN S. QUINLAN	JULY 2020 PROSECUTIONS	1,600.00
		\$
LIONETTI ASSOCIATES	USED OIL REMOVAL	237.50
		\$
MR. BOB'S	PORT A POTS 7/16/20 - 8/12/20	536.80
		\$
MUNIDEX INC.	FARMLAND FORMS	30.80
		\$
NAPA AUTO PARTS	PARTS	257.28
NEW GRETNA POST		\$
MASTER	ANNUAL BOX RENTAL	120.00
		\$
NEW JERSEY DIV. OF ABC	LIQUOR LICENSES RENEWAL	9.00
NEW JERSEY NATURAL		\$
GAS	NATURAL GAS 6/10 - 7/10	102.00
		\$
OFFICE BASICS, INC.	OFFICE & HOUSEKEEPING SUPPLIES	609.35
PEGGY		\$
BECK	BANK MILEAGE	73.44
		\$
PETER C. LANGE	LEGAL SERVICES	11,156.00
		\$
PLATT & RISO, P.C.	PLANNING BD. WORK	688.00
READYREFRESH BY		\$
NESTLE	SERVICE JUNE 2020	15.55
		\$
RUMPF REID & DOLCY	PUBLIC DEFENDER 7/6/20	750.00
		\$
SALLY BOURGUIGNON	REIMBURSE COVID TESTING SUPPLIES	21.86
		\$
SOUTH JERSEY WELDING SUPPLY	1 YEAR ACE & OXY LEASE	150.00
THOMSON REUTERS -		\$
WEST	SUBSCRIPTION	252.00
		\$
TRANSFORMATION ENTERPRISES	JUNE 2020 ROLL OFF	6,390.00
		\$
TREASURER, STATE OF NEW JERSEY	NJPDES ANNUAL PERMIT	2,500.00
		\$
TUCKERTON BOROUGH	PUBLIC WORKS DUTIES	216.00
		\$
VECTOR SECURITY	SECURITY SYSTEM CAMERA	1,110.00
		\$
VERIZON	PHONES MAY/JUNE 2020	813.88
		\$
VERIZON WIRELESS	CELL - C. CRAMER 6/24 - 7/23	42.24
		\$
WALMART COMMUNITY/SYNCB	SUPPLIES	280.84
		\$
WEX BANK	FUEL JULY 2020	1,059.54
BASS RIVER PAYROLL		\$
ACCT	PAYROLL 7/16/20	14,937.18
BASS RIVER PAYROLL		\$
ACCT	PAYROLL 7/30/20	15,121.47
		\$
	TOTAL	372,564.48

ORDINANCES & RESOLUTIONS:

RESOLUTION 2020-50

**AUTHORIZING THE TURN OVER OF UNCASHED FUNDS FOR BASS RIVER MUNICIPAL COURT
GENERAL ACCOUNT IN THE AMOUNT OF \$5.00 (By TITLE)**

The motion was made by Mayor Cope, seconded by Deputy Mayor Bourguignon to approve Resolution 2020-50. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-50 was hereby approved.

RESOLUTION 2020-51

APPROVING A CORRECTIVE ACTION PLAN FOR 2019 AUDIT

The motion was made by Mayor Cope, seconded by Deputy Mayor Bourguignon to approve Resolution 2020-51. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-51 was hereby approved.

RESOLUTION 2020-51

APPROVING A CORRECTIVE ACTION PLAN FOR 2019 AUDIT

WHEREAS, the New Jersey Department of Community Affairs, Division of Local Government Services Notice #92-15 requires that a Corrective Action Plan for the 2019 Municipal Audit be completed and filed with the Clerk of the local unit 60 days from the date the audit is received by the Governing Body (July 14, 2020); and

WHEREAS, the Chief Financial Officer has completed and submitted a Corrective Action Plan affected by the audit recommendations. The Corrective Action Plan is therefore being submitted to the Township Board of Commissioners for their review and approval.

NOW, THEREFORE, BE IT RESOLVED the annexed Corrective Action Plan as prepared by the Chief Financial Officer is hereby approved and authorization warranted to submit same to the State of New Jersey-Division of Local Government Services and other interested parties

RESOLUTION 2020-52

Increasing the Bid Threshold Pursuant to N.J.S.A. 40A: 11-3C

The motion was made by Mayor Cope, seconded by Deputy Mayor Bourguignon to approve Resolution 2020-52. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-52 was hereby approved.

RESOLUTION 2020-52

Increasing the Bid Threshold Pursuant to N.J.S.A. 40A: 11-3C

WHEREAS effective July 1, 2020 the Governor has authorized an adjustment to the bid thresholds for contracting units subject to the Local Public Contracts Law which allows local contracting units with an appointed Qualified Purchasing Agent to increase their bid threshold to a maximum of 44,000.00;

WHEREAS N.J.S.A. 40A:11-3-C permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award

such contracts below the bid threshold; and

WHEREAS, Albert Stanley possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et. seq.; and

WHEREAS Albert Stanley is the official QPA on file with the Director of Division of Local Government Services for the Township and the Township desires to take advantage of the increased bid threshold;

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Township of Bass River, in the County of Burlington, in the State of New Jersey hereby increases its bid threshold to \$44,000.00; and

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 40A: 11-6.1 (a) the informal quotation threshold shall be increased from \$6,000.00 to \$6,600.00, or 15% of the bid threshold.

BE IT FURTHER RESOLVED, that in accordance with NJAC 5:34-5.4, the local unit Clerk is hereby authorized and directed to forward a certified copy of this resolution and a copy of Albert Stanley's certification to the Director of the Division of Local Government Services.

RESOLUTION 2020-53

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT FORM OF RESOLUTION

The motion was made by Mayor Cope, seconded by Commissioner Capriglione to approve Resolution 2020-53. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-53 was hereby approved.

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT FORM OF RESOLUTION

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Committee of the Township of Bass River, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

RESOLUTION 2020-54

AUTHORIZING A SHARED SERVICES AGREEMENT WITH BURLINGTON COUNTY FOR CONTINUATION OF 911 COMMUNICATIONS SERVICES

The motion was made by Mayor Cope, seconded by Commissioner Capriglione to approve Resolution 2020-54. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-54 was hereby approved.

WHEREAS, the Board of Commissioners of the Township of Bass River recognizes the need to provide residents of the Township of Bass River with appropriate cost savings measures and opportunities for the benefit of all residents of the Township; and

WHEREAS, the Board of Commissioners of the Township of Bass River, Burlington County wishes to continue with "911" Communication Services through the Burlington County Department of Public Safety, Division of Central Communications, allow for routing of Central Communications and "911" calls through the Burlington County Department of Public Safety which services are paid for and administered by Burlington County; and

WHEREAS, the Board deems it advantageous to now memorialize the specific terms and conditions of such shared services agreement between Bass River Township and Burlington County; and

WHEREAS, Burlington County and the Township of Bass River would maintain the mutual responsibilities as detailed in the above-referenced Shared Services Agreement between the parties for the period of August 1, 2020 to July 31, 2025; and

WHEREAS, the Board evidences its desire to enter into such Agreements through passage of this resolution; and

WHEREAS, the Entities will evidence their desire to enter into such Agreement through passage of an appropriate resolution or ordinance on or before commencement of the Shared Services Agreement with Burlington County and the Township of Bass River; and

WHEREAS, the parties have agreed to participate as documented in the attached Shares Services Agreement between Burlington County and the Township of Bass River establishing the respective rights and obligations of the parties regarding this Shared Services Agreement; now, therefore,

be

it

RESOLVED, by the Board of Chosen Freeholders of the County of Burlington that:

1. The above-referenced Shared Services Agreement between Burlington County Department of Public Safety, Division of Central Communications and the Township of Bass River for utilization of the Burlington County Department of Public Safety, Division of Central Communications/911 call service shall be effective for the period of August 1, 2020 through July 31, 2025.

2. The Bass River Township Clerk and Mayor are hereby authorized to sign, seal, execute and witness/attest the Agreement on behalf of the Township of Bass River of the County of Burlington in accordance with the Rules of the Board.

3. The term of this Agreement shall be for a period of five (5) years commencing August 1, 2020 and terminating July 31, 2025.

4. All terms, conditions, and responsibilities between the parties as detailed in the above-referenced Shared Services Agreement shall remain in full force and effect.

REPORTS:

The following reports were noted and provided:

- a. Solicitor's Report
- b. Municipal Court Report

NEW BUSINESS:

- 1. Campground Licenses Renewals
 - a. Timberline Lake Campground
 - b. Chips Folly Campground

The motion was made by Deputy Mayor Bourguignon seconded by Commissioner Capriglione to approve the 2020 Campground licenses for campgrounds a and b. Votes: Cope-Yes, Bourguignon-Yes and Capriglione-Yes. All in favor. Licenses are hereby renewed.

PUBLIC COMMENT:

The meeting was open for public comment at 7:15 p.m. upon a motion by Deputy Mayor, Bourguignon seconded by Commissioner Capriglione. All present in favor.

B. Curtain asked what the thoughts on the school would be and if the Township is interested in getting the building. Commissioner Capriglione said he wants to make sure the building is something that we wouldn't need to put a lot of tax payer money into.

C. Bitzberger asked is the Township has increased the trailer fees for campgrounds. The Township has not increased the fees. She feels the Township should consider doing so.

C. Bitzberger asked about plans for the school building. She believes it may be profitable to lease the space. However, how many businesses would be interested in this space. Commissioner Capriglione said the property could be leased as a school, medical facility of some sort of office space.

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

Being no further business to come before the Board the motion to adjourn was made by Deputy Mayor Bourguignon, seconded by Commissioner Capriglione. All in favor and meeting was adjourned at 8:40 p.m.

Respectfully Submitted
Amanda S. Somes, RMC, Township Clerk