

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING OF MONDAY, DECEMBER 7, 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. 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.

FLAG SALUTE

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

APPROVAL OF MINUTES:

Minutes of the regular meeting of November 2, 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 November 2, 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 **\$215,528.49**. 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.

		\$
ACADEMY SECURITY	ALARM MONITORING	87.00
		\$
ACE POWER SUPPLY	SUPPLIES INV. #229000	91.00
		\$
AMANDA SOMES	REIMBURSE FOR ZOOM MEETING PROGRAM	15.98
		\$
ATLANTIC CITY ELECTRIC	ELECTRICITY 11/2020	4,602.36
		\$
ATLANTIC PRINTING & DESIGN	RUN REPORT FORMS	51.50
		\$
A T & T	ALL IN ONE NOV. 2020	64.39
		\$
BASS RIVER BD OF ED	LOCAL SCHOOL TAX 12/7/20	96,407.08
		\$
BELLIA TECH, LLC	TECH SUPPORT JULY & OCT. 2020	596.77
		\$
BILLMARK PLUMBING & HEATING	SERVICE CALLS	338.15
		\$
BRANDON IVERSON	REIMBURSEMENT FOR PARTS	35.05
		\$
BURL CO TREAS, LANDFILL	TIPPING FEES OCT. 2020 & NOV. 2020	13,205.45
		\$
CASA PAYROLL SERVICES	#23, #24 & #25 PAYROLL SERVICES	354.00

CHENEY'S ARGO SALES	ARGO FRONTIER 8X8	\$ 14,800.00
CINTAS	SUPPLIES	\$ 151.28
COMCAST	SERVICE 11/19/20 - 12/18/20	\$ 109.00
DANTE GUZZI ENGINEERING ASSOC.	ENGINEERING SERVICES	\$ 3,160.00
READYREFRESH BY NESTLE	SERVICE OCT. 2020	\$ 11.76
DIRECT ENERGY BUSINESS	ELECTRICITY 11/2020	\$ 1,619.31
EMERGENCY MEDICAL PRODUCTS	SUPPLIES	\$ 116.51
ESI EQUIPMENT INC.	INV. #20-2094 FIRE COMPANY SUPPLIES	\$ 1,711.00
FLOWERS BY P.J.	VETERANS DAY WREATHS	\$ 180.00
FRANKLIN TRAILERS	5.5 X 10 PIPE TOP LANDSCAPE	\$ 1,282.61
GANNETT NJ NEWSPAPERS	NOTICES OCT. 2020	\$ 122.74
GOLDENBERG MACKLER SAYEGH	TTL WORK	\$ 318.55
GRAMCO BUSINESS COMMUNICATIONS	RECORDING SYSTEM	\$ 4,501.00
GRETNA GREEN LANDSCAPING	10 YRDS ROOT MULCH	\$ 300.00
HOME DEPOT	SUPPLIES	\$ 181.72
KEVIN S. QUINLAN	NOVEMBER 2020 PROSECUTIONS	\$ 1,600.00
LANGUAGE SERVICES ASSOCIATES	LANGUAGE SERVICES	\$ 86.10
MATHIS CONSTRUCTION COMPANY	CRUSHED CLAM SHELLS	\$ 1,983.75
MR. BOB'S	PORT A POTS 11/5/20 - 12/2/20	\$ 461.80
NAPA AUTO PARTS	PARTS	\$ 630.58
QUADIENT LEASING	POSTAGE METER 9/12 - 12/11	\$ 552.00
NEW JERSEY CONF MAYORS	2021 MEMBER DUES	\$ 295.00
NEW JERSEY NATURAL GAS	NATURAL GAS 10/11 - 11/10	\$ 260.80
OFFICE BASICS, INC.	OFFICE & HOUSEKEEPING SUPPLIES	\$ 1,130.75
ON SITE LEARNING ASSOCIATES	REFRESHER CLASS	\$ 100.00
PEGGY BECK	BANK MILEAGE , PHONE & FAX FOR YEAR	\$ 761.20
PLATT B& RISO, P.C.	GENERAL FILE 2020	\$ 328.00
RUMPF REID & DOLCY	PUBLIC DEFENDER 11/4/20	\$ 750.00
RUTGERS CTR FOR GOVT. SERVICES	CLASS REGISTRATION - ELIZABETH GODFREY	\$ 745.00
SERVPRO	COVID CLEANING	\$ 1,085.00
THE PRESS OF ATLANTIC CITY	NOTICES	\$ 110.04
THOMSON REUTERS - WEST	INV. #0843169138 COURT INFO	\$ 146.00
TRANSFORMATION ENTERPRISES	OCT. & NOV. 2020 ROLL-OFF	\$ 11,475.00

TREASURER, STATE OF NEW JERSEY	BFCE REG. RENEWAL	\$
	PHONES OCT. & NOV.	191.00
VERIZON	2020	\$
		1,238.49
VERIZON WIRELESS	CELL - C. CRAMER 10/24 - 12/23	\$
		82.66
WALMART COMMUNITY/SYNCB	SUPPLIES	\$
		272.40
WEX BANK	FUEL NOVEMBER 2020	\$
		807.97
WITMER PUBLIC SAFETY GROUP	BATTERY	\$
		78.00
BASS RIVER PAYROLL ACCT	PAYROLL 11/5/20	\$
		14,868.72
BASS RIVER PAYROLL ACCT	PAYROLL 11/19/20	\$
		15,313.96
BASS RIVER PAYROLL ACCT	PAYROLL 12/3/20	\$
		15,099.41
HASLER, INC.	POSTAGE OCT. 2020	\$
		348.45
HASLER, INC.	POSTAGE NOV. 2020	\$
		312.20
	TOTAL	\$
		215,528.49

ORDINANCES & RESOLUTIONS:

RESOLUTION 2020-70

A RESOLUTION SETTING THE ANNUAL SCHEDULE OF MEETINGS FOR THE BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS FOR THE CALENDAR YEAR 2021

The motion was made by Mayor Cope, seconded by Commissioner Capriglione to approve Resolution 2020-70. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-70 was hereby approved.

RESOLUTION 2020-70

BASS RIVER TOWNSHIP

A RESOLUTION SETTING THE ANNUAL SCHEDULE OF MEETINGS FOR THE BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS FOR THE CALENDAR YEAR 2021

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 2021. 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 4, February 1, March 1, April 5, May 3, June 7, July 12, August 2, September 13, October 4, November 1 and December 6, 2021

RESOLUTION 2020-71

A RESOLUTION SETTING THE ANNUAL SCHEDULE OF MEETINGS FOR THE BASS RIVER TOWNSHIP PLANNING/ZONING BOARD FOR THE CALENDAR YEAR 2021

The motion was made by Mayor Cope, seconded by Deputy Mayor Bourguignon to approve Resolution 2020-71. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-71 was hereby approved.

RESOLUTION 2020-71

BASS RIVER TOWNSHIP

A RESOLUTION SETTING THE ANNUAL SCHEDULE OF MEETINGS FOR THE BASS RIVER TOWNSHIP PLANNING/ZONING BOARD FOR THE CALENDAR YEAR 2021

***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 2021. 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 27, February 24, March 24, April 28, May 26, June 23, July 28, August 25, September 22, October 27, November 24 and December 22, 2021

RESOLUTION 2020-72

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

The motion was made by Mayor Cope, seconded by Commissioner Capriglione to approve Resolution 2020-72. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-72 was hereby approved.

RESOLUTION 2020-72

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 7th day of December 2020 that the following are hereby designated as Holidays for the Township of Bass River for 2021:

- | | |
|--------------------------------|-------------------------------------|
| ▪ New Year's Day | Friday, January 1 st |
| ▪ Martin Luther King Jr. B-day | Monday, January 18 th |
| ▪ President's Day | Monday, February 15 th |
| ▪ Good Friday | Friday, April 2 nd |
| ▪ Memorial Day | Monday, May 31 st |
| ▪ Independence Day | Monday, July 5 th |
| ▪ Labor Day | Monday, September 6 th |
| ▪ Columbus Day | Monday, October 11 th |
| ▪ Veterans Day | Thursday, November 11 th |
| ▪ Thanksgiving Day | Thursday, November 25 th |
| ▪ Day After Thanksgiving | Friday, November 26 th |
| ▪ Christmas Day | Friday, December 24 th |

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.

RESOLUTION 2020-73

A RESOLUTION AUTHORIZING THE TOWNSHIP OF BASS RIVER TO ENTER INTO THE LOCAL GOVERNMENT EMERGENCY FUND GRANT AGREEMENT

The motion was made by Mayor Cope, seconded by Commissioner Capriglione to approve Resolution 2020-73. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-73 was hereby approved.

RESOLUTION NO 2020-73

A RESOLUTION AUTHORIZING THE TOWNSHIP OF BASS RIVER TO ENTER INTO THE LOCAL GOVERNMENT EMERGENCY FUND GRANT AGREEMENT

WHEREAS, the Township of Bass River has submitted an application to the New Jersey Department of Community Affairs for funding assistance to address the financial and operational impact of the COVID-19 pandemic; and

WHEREAS, the Department of Community Affairs, Division of Local Government Service has provided an award letter to the Township, which is incorporated herein by reference; and

WHEREAS, the Township of Bass River has entered into a Grant Agreement authorizing the acceptance of mitigation funds and establishing the respective rights and obligations of the parties; and

WHEREAS, the proposed Agreement has been reviewed by the Township Solicitor.

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

The attached Grant Agreement between the Township of Bass River and Department of Community Affairs, Division of Local Government Service shall be effective according to its terms.

The Mayor of Bass River Township is hereby authorized to sign, seal, and execute the Agreement.

The Mayor and Township Clerk are authorized to take any action necessary to implement the terms of the Grant Agreement.

I certify that the foregoing Resolution was duly adopted at a regular meeting of the Bass River Township Board of Commissions held on the 7th day of December 2020.

RESOLUTION 2020-74

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 Capriglione to approve Resolution 2020-74. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-74 was hereby approved.

RESOLUTION NO. 2020-74

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 2020 Budget Appropriations are made as follows:

		To:	
0-01-20-110-001	Admin SW	\$	1,000.00
0-01-20-110-002	Admin OE	\$	7,500.00
0-01-20-135-002	Audit Services	\$	1,000.00
0-01-20-140-002	Tax Collection OE	\$	5,000.00
0-01-20-150-002	Tax Assessment OE	\$	1,000.00
0-01-22-195-002	Uniform Construction OE	\$	100.00
0-01-24-180-002	Zoning OE	\$	2,500.00
0-01-26-305-002	Convenience Center OE	\$	40,000.00

0-01-32-465-002	Landfill Closure Costs	\$	100.00
0-01-26-310-002	Buildings & Grounds	\$	6,000.00
0-01-26-290-001	Streets & Roads SW	\$	5,000.00
0-01-31-430-002	Electricity	\$	2,000.00
0-01-31-435-002	Street Lighting	\$	2,000.00
0-01-31-455-001	Sewer System SW	\$	3,000.00
0-01-32-466-002	Recycling Tax	\$	1,000.00
			<i>From:</i>
			\$
0-01-20-120-001	Municipal Clerk SW		2,000.00
			\$
0-01-20-142-002	Liquidation of TTL		8,300.00
			\$
0-01-23-210-003	Workmen's Compensation		8,000.00
			\$
0-01-23-225-002	Unemployment Compensation		2,000.00
			\$
0-01-24-180-010	Zoning SW		300.00
			\$
0-01-25-252-002	Office of Emergency Management		15,500.00
			\$
0-01-25-275-002	Municipal Prosecutor		5,500.00
			\$
0-01-25-280-001	Bailiff SW		4,000.00
			\$
0-01-43-490-001	Municipal Court SW		5,000.00
			\$
0-01-43-490-002	Municipal Court OE		5,500.00
			\$
0-01-43-495-002	Public Defender OE		1,500.00
			\$
0-01-26-305-001	Convenience Center SW		7,100.00
			\$
0-01-44-902-001	Down Payment on Improvements		12,500.00
			\$
		\$	77,200.00
		\$	77,200.00

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 2020.
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 2020-75

**A RESOLUTION AUTHORIZING THE TOWNSHIP OF BASS RIVER
TO ENTER INTO A SHARED SERVICES AGREEMENT WITH
WASHINGTON TOWNSHIP FOR THE PROVISION OF MUNICIPAL COURT OFFICES**

The motion was made by Mayor Cope, seconded by Commissioner Capriglione to approve Resolution 2020-75. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-75 was hereby approved.

RESOLUTION NO. 2020-75

***A RESOLUTION AUTHORIZING THE TOWNSHIP OF BASS RIVER
TO ENTER INTO A SHARED SERVICES AGREEMENT WITH
WASHINGTON TOWNSHIP FOR THE PROVISION OF MUNICIPAL COURT OFFICES***

WHEREAS, the Bass River Township Board of Commissioners recognizes the need to provide the residents of the Township with appropriate cost savings measures and the need to take advantage of opportunities to provide cost savings in the administration of local government services for the benefit of all residents; and

WHEREAS, Washington Township has requested that the Township of Bass River allow Washington Township to continue to utilize the Bass River Municipal Court offices; and

WHEREAS, Bass River Township and Washington Township have negotiated the terms and conditions of an agreement for the provision of such services to Washington Township by Bass River Township as detailed in the attached Shared Services Agreement; and

WHEREAS, the Township of Bass River evidences its desire to enter into such Agreement through passage of this resolution; and

WHEREAS, the Municipalities are authorized by the “Shared Services Act”, *N.J.S.A. 40A:65-4, et seq.* to enter into any contract for the joint provision of any service which any party to the agreement is authorized to render within its own jurisdiction; and

WHEREAS, the parties have agreed to participate in the Shared Services Agreement between the Municipalities and enter into the agreement establishing the respective rights and obligations of the parties regarding this Shared Services Agreement;

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

The attached Shared Services Agreement between the Township of Bass River and Washington Township shall be effective according to its terms.

The Mayor of Bass River Township is hereby authorized to sign, seal, execute and witness/attest the Agreement.

The Mayor and Township Clerk are authorized to take any action necessary to implement the terms of the Shared Services Agreement.

NEW BUSINESS:

2021 CDBG Program Public Hearing: The public hearing on the proposed project(s) for the 2021 CDBG Program was open upon a motion by Deputy Mayor Bourguignon and seconded by Commissioner Capriglione. The discussion about the project was brief with the Board agreeing that the handicapped bathroom and well for the park was a project

they would like to see complete. It is noted the only bathroom facility is a port a pot that is not ideal for handicapped individuals. The well would be needed to clean the picnic table area and clean equipment as well and the bathrooms. The public had not further suggestions agreement with the Board. Being no comment the hearing was closed upon a motion by Commissioner Capriglione seconded by Deputy Mayor Bourguignon. All in favor and public hearing was closed. Resolution duly adopted below:

RESOLUTION 2020-76

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AUTHORIZING SUBMISSION OF THE FY 2021 CDBG APPLICATION AND DESIGNATING PROJECTS FOR THE CDBG GRANT 2021 AS SET FORTH

The motion was made by Commissioner Capriglione, seconded by Deputy Mayor Bourguignon to approve Resolution 2020-76. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2020-76 was hereby approved.

RESOLUTION 2020-76

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AUTHORIZING SUBMISSION OF THE FY 2021 CDBG APPLICATION AND DESIGNATING PROJECTS FOR THE CDBG GRANT 2021 AS SET FORTH

WHEREAS Bass River Township has advertised and conducted a public hearing with regard to the FY2021 CDBG Projects; and

WHEREAS The following Public Input : None

WHEREAS Bass River Township desires to enter into agreement with the Burlington County Board of Chosen Freeholders for the FY2021 CDBG Projects.

NOW, THEREFORE, BE IT RESOLVED By the Bass River Township Board of Commissioners on this 7rd day of December 2020 the following projects are hereby designated for the FY2021 CDBG Projects:

1. ADA Bathrooms and Well installation at North Maple Park

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized and directed to execute said agreement with the Burlington County Board of Chosen Freeholders.

BE IT FURTHER RESOLVED Township Engineer is hereby authorized to submit application on behalf of Bass River Township

REPORTS:

The following reports were noted and provided:

1. Solicitors Report
2. Municipal Court Report

PUBLIC COMMENT:

The meeting was open for public comment at 7:50 p.m. upon a motion by Deputy Mayor, Bourguignon seconded by Commissioner Capriglione. All present in favor.

C. Bitzberger asked for clarification of the Amasa Landing Boat Ramp issue. She feels the Township Engineer should have made a plan and the engineer should make it right at no expense to the town.

C. Bitzberger requested an update on the zoning ordinance update. Mayor said she has a meeting on Tuesday, the 8th of December with the Engineer to go over the maps. Infill section was added and may be developed.

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 8:50 p.m.

B. Courtney complained about 5611 Route 9 and filed a copy of the complaint with Clerk which was forwarded to Code Enforcement and UCC in Little Egg.

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 8:00 p.m.

Respectfully Submitted
Amanda S. Somes, RMC, Township Clerk