

**SHARED SERVICE AGREEMENT**

**BETWEEN**

**THE TOWNSHIP OF BASS RIVER AND WASHINGTON TOWNSHIP**

THIS AGREEMENT made and entered into this 15<sup>th</sup> day of January, 2014, by and between the TOWNSHIP OF BASS RIVER, a municipal corporation of the State of New Jersey, with its principal offices located at 3 North Maple Avenue, New Gretna, New Jersey 08224, and WASHINGTON TOWNSHIP, a municipal corporation of the State of New Jersey with its principal offices located at 2436 Route 563, Egg Harbor, New Jersey 08215.

**WITNESSETH:**

WHEREAS, the Governing Bodies of both the Township of Bass River and Washington Township desire to enter into an agreement to establish the obligations in connection with the shared services of the Tax Assessor Assistant; and

WHEREAS, the "Uniform Shared Services and Consolidation Act" at N.J.S.A. 40A:65-1 et seq., (the "Act"), allows municipalities to enter into agreements for shared services with other municipalities to provide or receive any service that the local unit participating in the agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, each local unit authorized to enter into an agreement under the Act may do so by the adoption of a resolution; and

WHEREAS, the agreement must comply with the requirements of N.J.S.A. 40A:65-7 and specify the services to be performed under the agreement, procedures for payment, assignment and allocation of responsibility for meeting standards between and among the parties; and

WHEREAS, in the spirit of inter-municipal cooperation, and in furtherance of the principles underlying the Act, Bass River and Washington Township (collectively the "Parties") have negotiated an Agreement for the provision of a Tax Assessor Assistant; and

WHEREAS, the Township of Bass River and Washington Township have determined, that for reasons of efficiency and economy, and in the best interest of both Townships, it is prudent and fiscally responsible to enter into this Shared Services Agreement to employ and share the costs associated with the employment of a Tax Assessor Assistant to serve the needs of the residents of both Townships.

NOW, THEREFORE, with the foregoing Recitals incorporated herein by reference and in consideration of the mutual covenants, agreements and considerations contained herein, the Township of Bass River and Washington Township, intending to be legally bound, do hereby agree as follows:

1. The Township of Bass River and Washington Township hereby agree to the sharing of costs associated with the employment of a Tax Assessor Assistant.
2. Except as may be mutually agreed to by the Parities, Bass River shall provide the physical building facility and all related expenses and personal accommodations, supplies and necessary computer equipment. Personnel employed pursuant to this Agreement shall, in all respects, be governed by Bass River Township personnel policies and procedures.
3. The Township of Bass River shall have sole discretion in appointment of the Tax Assessor Assistant.
4. The Township of Bass River shall be responsible for the compensation of the Tax Assessor Assistant.
5. As compensation to the Township of Bass River, Washington Township shall reimburse Bass River \$3,800.00 per year towards the salary of the joint Tax Assessor Assistant.
6. The Parties agree that any changes in the salary of the Tax Assessor Assistant shall be discussed and agreed upon between the Mayor of Bass River Township and the Mayor of Washington Township. All changes in salary of the Tax Assessor Assistant will be memorialized in writing between the two Townships.
7. The Parties agree that the Mayor of the Township of Bass River will consult with the Mayor of Washington Township prior to any administrative action being taken to terminate the Tax Assessor Assistant.
8. This Agreement shall commence upon execution by the Parties for a term of one (1) year. This contract may renew on a year to year basis and will automatically renew for an additional year period, absent any notice of termination.
9. Either party may terminate the agreement after providing written notice to the other party of intent to terminate. Said written notice shall be given to the respective parties' township Clerk/Administrator at least 90 days prior to the requested termination.

10. In accordance with N.J.S.A. 40A:65-4(b), a copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs.
11. In the event that any court of competent jurisdiction shall declare any section of this agreement invalid for any reason, all other sections shall remain in full force and effect.
12. This Agreement represents the entire agreement between the parties and may not be modified or amended except by written agreement between the parties.
13. All notices, statements or other documents required by this Agreement shall be hand-delivered or mailed to the designated municipal representative.
  - a. The designated municipal representative for the Township of Bass River is:

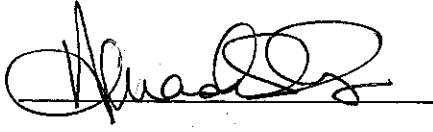
Township Clerk  
Township of Bass River  
3 North Maple Avenue  
New Gretna, NJ 08224

- b. The designated municipal representative for the Washington Township is:

Township Clerk  
Washington Township  
2436 Route 563  
Egg Harbor, NJ 08215

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be signed by their respective officers duly authorized, and have caused this Agreement to be dated as of the day and year written above.

WITNESS AND ATTEST:



Amanda S. Somes, RMC, CMR

Township Clerk

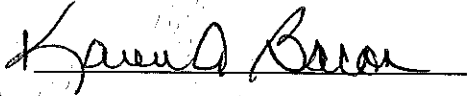
(seal)

TOWNSHIP OF BASS RIVER



Deborah Buzby-Cope, Mayor


WITNESS AND ATTEST:



Deputy Township Clerk/Administrator

(seal)

WASHINGTON TOWNSHIP



Mayor

**RESOLUTION NO. 2014-74**

**A RESOLUTION AUTHORIZING THE TOWNSHIP OF BASS RIVER  
TO ENTER INTO A SHARED SERVICES AGREEMENT WITH  
WASHINGTON TOWNSHIP FOR THE JOINT EMPLOYMENT OF A TAX  
ASSESSOR ASSISTANT PURSUANT TO THE INTERLOCAL SERVICES  
ACT N.J.S.A. 40:8A-1 et. seq.**

**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**, pursuant to the Uniform Shared Services Act, *N.J.S.A. 40A:65-1 et seq.*, any municipality of the State may enter into a contract with any other municipality for the joint provision of any service that any party to the agreement is empowered to render within its own jurisdiction; and

**WHEREAS**, the Township of Bass River and Washington Township have previously entered into a Shared Services Agreement that covers this position. That agreement has expired and both Townships wish to continue the prior relationship for shared services by entering into this new Shared Services Agreement for the employment and cost sharing of an assistant to the tax assessor; and

**WHEREAS**, The Township of Bass River and Washington Township have negotiated the terms and conditions of an agreement for the provision of such services to Washington Township by the Township of Bass River 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 parties have agreed to participate in the Shared Services Agreement between the Townships 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 Board of Commissioners that:

1. The attached Shared Services Agreement between the Township of Bass River and Washington Township shall be effective according to its terms.
2. The Mayor of the Township of Bass River is hereby authorized to sign, seal, execute and witness/attest the Agreement.

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

I hereby certify the foregoing to be a true copy of a resolution adopted by the Bass River Township Board of Commissioners at a meeting held on September 8, 2014

TOWNSHIP OF BASS RIVER

By   
AMANDA SOMES, RMC-Clerk

By: \_\_\_\_\_  
DEBORAH BUZBY COPE,  
Mayor

DATED: September 8, 2014

2014-7#

RESOLUTION 2014 - 44

RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF BASS RIVER  
AND THE TOWNSHIP OF WASHINGTON FOR THE POSITION OF TAX ASSESSOR ASSISTANT

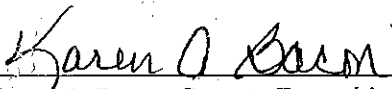
WHEREAS, Washington Township (hereinafter referred to as "township") has determined that there is a need to enter into a Shared Service Agreement between the Township of Bass River and the "Township" for the position of Tax Assessor Assistant; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Washington that the "Township" enters into this Shared Service Agreement.

BE IT FURTHER RESOLVED, that the Mayor and Township Clerk are hereby authorized to execute the Shared Service Agreement to implement the intent of this resolution.

Certified as a true copy of a Resolution adopted by the Governing Body on August 5, 2014.

ATTEST:

  
\_\_\_\_\_  
Karen A. Bacon, Deputy Township Clerk

  
\_\_\_\_\_  
Dudley H. Lewis, Mayor