

PINE VALLEY BOROUGH
MEETING MINUTES
Monday, January 16, 2017
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CALL TO ORDER - Mayor Kennedy called the meeting to order at 9:00 a.m. with a Salute to the Flag.

OPEN PUBLIC MEETINGS ACT – Adequate notice of this meeting was given by emailing The Retrospect and Courier Post on January 3, 2017 and posting on the bulletin board at Borough Hall.

ROLL CALL – recorded as present was Mayor Kennedy and Commissioner Kennedy;

MATTERS REQUIRING OFFICIAL ACTION:

- **Minutes** –
- Recessed Meeting of Tuesday, January 3, 2017 - the motion to approve by Mayor Kennedy was seconded by Commissioner Kennedy with all in favor, none opposed and no abstentions.
- Reorganization Meeting of Tuesday, January 3, 2017 – the motion to approve by Mayor Kennedy was seconded by Commissioner Kennedy with all in favor, none opposed and no abstentions.

- **Resolutions - #026-2017 - AWARDING BID FOR PINE VALLEY BOROUGH HALL REMODEL**
 - WHEREAS**, the Borough of Pine Valley advertised on Tuesday, November 15, 2016 that sealed bids would be received by the Municipal Clerk of the Borough of Pine Valley, County of Camden, State of New Jersey on Wednesday, December 14, 2016 at 10:00 a.m. prevailing time, and that all bidders were required to comply with the requirements of N.J.S.A. 10:5-31 and N.J.A.C. 17:27 et seq.; and
 - WHEREAS**, seven sealed bids were received and reviewed by the Governing Body and Borough Solicitor;
 - WHEREAS**, the bid of the lowest responsible bidder was found to be acceptable in all respects;
 - NOW, THEREFORE, BE IT RESOLVED**, that the bid be awarded to J. H. Williams Enterprises, Inc., 231 Haines Drive, Moorestown, NJ 08057, whose bid amounted to **\$123,800**; and
 - BE IT FURTHER RESOLVED**, that the presiding officer of this body be and is hereby directed to sign for and on its behalf the contract in the prescribed form, and that the clerk of this body be and is hereby directed to seal said contract with the corporate seal of this body and to attest to the same.
- Discussion ensued and it was noted that bids had been properly advertised and received and that J. H. Williams and their \$123,800 bid was the lowest bidder. The bids were reviewed by the Governing Body and the Borough Solicitor and found to be in acceptable form. The Governing Body's purpose today is to award that bid and authorize signing of the contract in the form prepared by the Borough Solicitor. J. H. Williams and the Architect, Todd Townsend will be contact to begin the project process. Letters declining acceptance will be forwarded to the rest of the bidders.
- The motion to approve by Mayor Kennedy, was seconded by Commissioner Kennedy, with all in favor, none opposed and no abstentions.

OFFICIAL REPORTS

- **Police Report** – Captain Rauer reported that the new officer that was included with the Reorganization meeting appointments will be sent for fire arms qualification tomorrow. Arrangements have been made for uniforms and he should be ready for duty mid-February. Mayor Kennedy asked if all the personnel file matters had been arranged for, to which it was responded that they had. The Insurance Rep will be contacted to advise that the roster had been increased by a part timer since the time of the renewal. There are a few items in the contract for the Full-time officer that need to be reviewed, so that remains unsigned. Pine Valley is finally in possession of the fully executed contract for the Shared Services with Pine Hill for use of the holding cell.

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- Finance Reports – CFO Ciminera reported that the General Ledger, closing entries, 941's and payroll reporting and Bank Reconciliations are all done. Auditor, Todd Saler, has the reports and wants a delineation of where the old and new finance system was operational.

MATTERS FOR DISCUSSION

- **Camden County Trail** – There was discussion on the material provided by Camden County. The map was reviewed and it was determined that Mr. Mather would speak to Mr. Raudenbush of Pine Valley Golf Club, to get survey feedback. The inclination was that they Club would prefer the “orange trail” highlighted on the map.

FLOOR OPEN TO THE PUBLIC – Mayor Kennedy opened the floor to the Public for comments or questions. Hearing none, he closed the meeting to the public.

ANNOUNCEMENTS – The next Borough Meeting of the Governing Body of the Borough of Pine Valley will be held on Monday, February 20, 2017, 9 am.

ADJOURNMENT - There being no further discussion or official action, the motion to adjourn by Mayor Kennedy was seconded by Commissioner Kennedy at 9:20 am, with all in favor, none opposed and no abstentions.

Respectfully submitted,

Dawn T. Amadio, RMC, Municipal Clerk