

*PINE VALLEY BOROUGH  
MEETING MINUTES  
Monday, November 19, 2018 at 4 pm  
Mayor Michael Kennedy presiding  
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**CALL TO ORDER** - Mayor Kennedy called the meeting to order at 4:00 pm 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 August 17, 2018 and posting on the bulletin board at Borough Hall.

**ROLL CALL** - Recorded as present was Mayor Kennedy, Commissioner Clark and Commissioner Kennedy, with no absences.

**MATTERS REQUIRING OFFICIAL ACTION:**

- **Minutes** - Borough Meeting of Monday, October 15, 2018 - the motion to approve by Commissioner Clark, was seconded by Commissioner Kennedy, with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.

**Resolutions**

- #043-2018 - APPROVING 2018 BUDGET TRANSFERS #1

WHEREAS, N.J.S.A. 40A:4-58 provides that a municipal governing body may make Budget Transfers during the last two months of the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Commissioners of the Borough of Pine Valley, that the following 2018 Budget Transfers (#1) be approved:

GENERAL FUND

Account #		From	To
1-20-100-201	Administration - OE	600.00	
1-20-130-201	Finance Department - OE	100.00	
1-20-135-205	Audit Services - OE		100.00
1-26-310-207	Buildings & Grounds - OE		600.00
1-31-430-299	Electricity - OE	400.00	
1-31-460-299	Natural Gas - OE		400.00
TOTAL GENERAL FUND		\$1,100.00	\$1,100.00

- The motion to approve by Commissioner Kennedy was seconded by Commissioner Clark, with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.

- #044-2018 - AMENDING APPOINTMENTS FOR THE YEAR 2018

WHEREAS, the appointments for the Year 2018, require amendment be the addition of an employee;

NOW THEREFORE, BE IT RESOLVED, by Mayor and Commissioners of the Borough of Pine Valley, County of Camden, State of New Jersey do hereby amend the appointment list be the addition of the following Municipal Committees and Employees for 2018:

POSITION	TERM	NAME
Part-Time Patrolman	11-01-2018 - 12-31-2018	Michael Kiernan

- The motion to approve by Commissioner Clark was seconded by Commissioner Kennedy, with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.

- 045-2018 - APPROVING PAYMENT OF BILLS

BE IT RESOLVED, by the Governing Body of the Borough of Pine Valley, that payment for the annexed bill list dated November 15, 2018 in the amounts indicated below is hereby approved:

Current Account	\$136,632.91
Payroll Account	9,247.97
TOTAL	\$145,880.88

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- The motion to approve by Commissioner Kennedy, was seconded by Commissioner Clark, with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.
  
- #046-2018 - AUTHORIZING EXECUTION OF ADDENDUM TO SHARED SERVICES AGREEMENT CHIEF FINANCIAL OFFICER AND TAX COLLECTION SERVICES  
WHEREAS, the Borough of Pine Valley on June 28, 2016 adopted Resolution #039-2016- AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF VOORHEES AND THE BOROUGH OF PINE VALLEY"; and  
WHEREAS, the need exists for that said agreement be amended;  
NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Pine Valley that the Mayor and Clerk are hereby authorized to execute an Addendum to the Shared Services Agreement between the borough of Laurel Springs and the Township of Voorhees to include an additional \$6,000 for the year of 2019 to cover additional costs of the Chief Financial Officer and Tax Collector.  
BE IT FURTHER RESOLVED THAT said addendum shall become effective January 1, 2019.
  
- The motion to approve by Commissioner Kennedy, was seconded by Commissioner Clark, with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.
  
- 047-2018 - AUTHORIZING MAYOR AND MUNICIPAL CLERK TO EXECUTE AGREEMENT BETWEEN THE BOROUGH OF PINE VALLEY AND THE OFFICER IN CHARGE  
WHEREAS, the Borough of Pine Valley and the Richard H. Rauer, Officer in Charge have agreed as to the terms of settlement of wages, hours and conditions of employment for the period of January 1, 2019 to December 31, 2019; and  
WHEREAS, the Borough of Pine Valley wishes to enter into such an agreement with the Officer in Charge; and  
NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Pine Valley, County of Camden, authorize the Mayor and Municipal Clerk to execute the Agreement with the Richard H. Rauer, Officer in Charge effective January 1, 2019 through December 31, 2019.
  
- The motion to approve by Commissioner Clark was seconded by Commissioner Kennedy, with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.
  
- #048-2018 - AUTHORIZING EXECUTION OF ADDENDUM TO SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF LAUREL SPRINGS AND THE BOROUGH OF PINE VALLEY FOR REGISTERED MUNICIPAL CLERK  
WHEREAS, the Borough of Pine Valley on January 3, 2017 adopted Resolution #023-2017 "AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF LAUREL SPRINGS AND THE BOROUGH OF PINE VALLEY FOR REGISTERED MUNICIPAL CLERK AND DEPUTY CLERK"; and  
WHEREAS, the need exists for that said agreement be amended;  
NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Pine Valley that the Mayor and Clerk are hereby authorized to execute an Addendum to the Shared Services Agreement between the borough of Laurel Springs and the Borough of Pine Valley to include an additional \$5,000 for the year of 2019 to cover additional costs of the Registered Municipal Clerk.  
BE IT FURTHER RESOLVED THAT said addendum shall become effective January 1, 2019.
  
- The motion to approve by Commissioner Clark was seconded by Commissioner Kennedy, with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.

## **OFFICIAL REPORTS**

- Finance Reports – CFO Dean Ciminera indicated that there was nothing pressing to report in either the Budget or Treasurers Report. There was discussion of the Interlocals with Voorhees and Laurel Springs. There was discussion of the meeting he and the Borough Administrator has with the Tax Assessor as part of the personnel meet and greets that are being conducted.
- Police Report - Captain Rauer reported that the new officer had reported for duty. He been outfitted and qualified. The schedule is good. He mentioned a power outage that had been caused by a down tree along East Atlantic Avenue, which segued into a conversation about budgeting for a generator for Borough Hall. Initial estimates for which appear to be \$8,000 to \$9,000 installed. An official “thank you” had been received from a Borough resident for assistance rendered to them by the Police Department due to a fall. Mayor Kennedy mentioned he had visited the resident in rehab. he had received a letter of resignation tendered by Officer Richard Graham. There was additional conversation regarding the number of officers and salary requirements for potential hires.

## **MATTERS FOR DISCUSSION**

- Best Practices – Mayor Kennedy began by discussing the process he and CFO Ciminera had undertaking in reviewing this annual requirement. CFO Ciminera reported that of 61 questions, 37 were yes, 8 were no, 14 were N/A, and 2 were prospective, which created a score of 87%.
- Animal Cruelty Officer – Nothing new has been received on the Animal Cruelty issue. It has been addressed both from a Board of Health and Police Department approach, and so there is nothing to be done but wait and see what the State mandates.
- Annual Awards Dinner – is Thursday, November 29<sup>th</sup>, 6:30 pm at Tavistock, with acknowledgement of key employees. This year Municipal Clerk Amadio will be honored, for which she expressed her appreciation. Everything is in order and eagerly anticipated.
- Project SAVE – Captain Rauer had been drawn into discussion about this Camden County Program that offers assistance and alternative to County residents, especially youth, in battling the current substance abuse crisis. Captain Rauer had explained the demographics of Pine Valley, its relationship to the Borough of Berlin for Court and Pine Hill for policing, and the improbability of the Program being applicable here. Nonetheless, the County is hoping to say it has 100% from its municipalities. The governing body was agreeable to joining the effort by means of a resolution of commendation for the study and effort being expended. Mayor Kennedy asked to but the resolution on the December 19<sup>th</sup> agenda.

**FLOOR OPEN TO THE PUBLIC** – Mayor Kennedy opened the meeting to the public, but not hearing any comments or questions, 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, December 17, 2018 at 4 pm at the Borough Hall.

**ADJOURNMENT** - There being no further discussion or official action, the motion to adjourn by Commissioner Clark, was seconded by Commissioner Kennedy at 4:35 pm, with all in favor, none opposed and no abstentions.

Respectfully submitted,

Dawn T. Amadio, RMC, Municipal Clerk

