

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 January 4, 2019 and posting on the bulletin board at Borough Hall.

ROLL CALL - Recorded as present was Mayor Kennedy, Commissioner Clark and Commissioner Kennedy.

MATTERS REQUIRING OFFICIAL ACTION:

Minutes

- Borough Meeting of Monday, February 25, 2019 with correction of next meeting date - 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.

Ordinances - SECOND READING

- #2019-01 - AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)
 - Mayor Kennedy read the Ordinance by Title.
 - Mayor Kennedy opened the meeting to the public, with no public comment, he closed the meeting to the public.
 - Motion to Adopt by Commissioner Kennedy, was seconded by Commissioner Clark with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.

Resolutions

- #31-2019 - SUPPORTING THE PROGRAMS OF THE JOINT INSURANCE FUND AND THE SAFETY INCENTIVE PROGRAM OF THE BOROUGH OF PINE VALLEY

WHEREAS, the Governing Body of the Borough of Pine Valley recognize the important role an effective safety program plays in lowering employee injury rates reducing lost time accidents, and cutting insurance costs, all of which contribute to greater employee safety and lower tax rates, and that health and safety must never be compromised. Providing quality services is our number one priority, and we do so making every effort to ensure employee and public safety; and

WHEREAS, we applaud the JIF's initiative in providing many of the safety resources needed to enhance our local safety efforts, and we hereby declare our support of the JIF's safety programs; and

WHEREAS, the Borough of Pine Valley desires to achieve an accident free environment through a health a safety culture built on TRUST - we respect each other's opinions and decisions and will follow through on all health and safety concerns - CARE - we approach each day with the determination to care for ourselves, coworkers and the community we serve - KNOWLEDGE - we seek the education and skills to properly fulfill our responsibilities - COMMUNICATION - we communicate with each other in a clear, open and honest manner; and

WHEREAS, the Borough of Pine Valley educates its employees with regard to appropriate conduct in the workplace and encourages employees to report workplace harassment or discrimination in all of its forms;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Pine Valley applaud the JIF's initiative in providing many of the safety resources needed to enhance its local safety efforts by declaring its support of the JIF'S safety program, Pine Valley Safety Incentive Program and Safety Coordinator, Dawn T. Amadio.

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BE IT FURTHER RESOLVED that the following operational criteria is endorsed for the Borough of Pine Valley:

- The Borough Safety Committee will meet four times per year in the months of March, June, September and December.
- Putting Safety on Our Agenda” by including safety and risk management on the Governing Body Agenda on a regular basis.
- Establishing a motor vehicle fleet safety program.
- Keeping regulatory training and written programs current.
- Conducting periodic hazard inspection surveys and Job Site Observations.
- Encouraging supervisors and crew leaders to make a “daily safety contact” with employees
- Managing our claims, reporting all claims in a timely manner, offering transitional duty and investigating incidents and near misses
- Actively promoting and supporting health and wellness activities
- 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.

- #032-2019 - CERTIFYING COMPLIANCE WITH N.J.S.A. 40A:4-5 AS AMENDED BY P.L. 2017, c.183
WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit’s hiring practices comply with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” as amended, 42 U.S.C. § 2000e et seq., (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of Pine Valley, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit’s hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

- 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.

- #033-2019 - 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 March 21, 2019 in the amounts indicated below is hereby approved:

Current Account	\$27,222.71
Payroll Account	6,139.90
TOTAL	\$33,362.61

- 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.

INTRODUCTION OF THE 2019 MUNICIPAL BUDGET IN THE AMOUNT OF \$511,000.00

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- There was discussion of the various elements of the budget and the input from Auditor Saler. CFO Ciminera highlighted the amount below the appropriations cap and budget cap this budget fell, as well as the total over budget amount.
- The motion to Introduce by Mayor Kennedy was seconded by Commissioner Kennedy with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.
- Public Hearing and Adoption is scheduled for Monday, April 29, 2019, 4 pm in the Borough Hall

OFFICIAL REPORTS

- **Finance Reports** – CFO Dean Ciminera said there was nothing to report except the previous budget activity already discussed.
- **Police Report** – Captain Rauer reported that staffing is now complete again. Roster will be adjusted with no need for additional staff. Club reopens this Friday and all is ready for members and guests. He has asked if there are any additional requirements for policing and there have been none. All the officers have been apprised and they are looking for good weather.

MATTERS FOR DISCUSSION

- Generator for Borough Hall – three quotes have been collected with three different sizes. So the information needs to be tightened up so they are comparing apples to apples. It will not be running through the regular budget; it will be put in the Capital budget to be processed this summer. Mayor Kennedy said this was consistent with the plans discussed.
- Police Vehicle – the police vehicle is ordered and it takes 90 days to process. Captain Rauer will be looking over lighting packages. Other police department equipment is up to date.
- Best Practices – Local Finance Notice 2019-04-Financial Disclosure Statement rosters to be filed by Borough Clerk by March 29, 2019, FDS due by April 30, 2019. There was an explanation of the process of this matter.
- Mayor Report to Trustees will be on Friday May 3rd. Mayor Kennedy requested a draft of the Financials and asked about their availability. He likes to give a sense of revenue and expenditures and the tax rate. He asked if there is an Exit Conference date?

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, April 29, 2019 at 4 pm at the Borough Hall.

MOTION TO ADJOURN - The motion to adjourn at 4:19 pm by Commissioner Kennedy was seconded by Commissioner Clark with all in favor, none opposed and no abstentions.

Respectfully submitted,

Dawn T. Amadio, RMC, Municipal Clerk

