

**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 Tuesday, October 22, 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.

**Ordinances – Second Reading by Title, Public Hearing and Adoption**

- 03-2019-AN ORDINANCE ADOPTING A FEE SCHEDULE FOR THE BOROUGH OF PINE VALLEY
- BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF PINE VALLEY, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AS FOLLOWS:

• Clerk’s Office	
• Clerk searches:	\$ 10.00
• Certified List of Property Owners	\$ 10.00
• Public Records (copies)	
• Letter size per page	\$ 0.05
• Legal size per page	\$ 0.07
• Other materials	Actual cost of material
• Alcohol License Fees:	
• Fee for issuance of new alcohol beverage license:	\$ 63.00
• AD INTERIM PERMIT	\$ 75.00 + \$5.00 per day
• Annual Fee for Renewal of alcohol beverage license	\$ 63.00
• Catering Permit	\$ 100.00 per day
• SOCIAL AFFAIR PERMIT	\$ 100.00/\$150.00 per day
• Vital Statistics:	
• Certified Copies:	
• Birth Certificate	\$ 25.00
• Death Certificate	\$ 25.00
• Marriage Certificate	\$ 25.00
• Domestic Partnership Certificate	\$ 25.00
• One free certified copy for Active Duty Military	--
• Marriage License/Civil Unions	\$ 25.00
• Domestic Partnership Affidavit	\$ 25.00
• Animal Licensing: - 7 months of age or older	
• Fee is \$1.20 which includes \$1.00 State Registration and \$.20 for Pilot Clinic Fund.	
• There is a charge of \$3.00 for all dogs non-spayed and non-neutered, which is required by the State of New Jersey. The fee then becomes \$4.80.	
• Police Department	
• Public Records (copies)	
• Letter size per page	\$ 0.05
• Legal size per page	\$ 0.07
• Other materials	Actual cost of material
• Check Fees	
• Returned Checks	\$ 25.00 per check
• Stop Payment replacements	\$ 30.00 per check
• Fire Inspection Fees	

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- Fire Permit I \$ 54.00
- Fire Permit II \$ 214.00
- Fire Permit III \$ 427.00
- Fire Permit IV \$ 641.00
- Municipal Court Public Defender \$ 200.00
- Mayor Kennedy opened the meeting to the public, but hearing no comment or questions, he closed the meeting to the public.
- The 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**

• **055-2019 - APPROVING 2019 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 **2019 Budget Transfers (#1)** be approved:

**GENERAL FUND**

<u>Account #</u>		<u>From</u>	<u>To</u>
1-20-100-201	Administration - OE	\$1,000.00	
1-20-120-207	Municipal Clerk - OE	500.00	
1-20-140-207	Computer Services - OE	500.00	
1-20-155-205	Legal Services - OE		\$6,000.00
1-23-210-210	Liability Insurance - OE	1,200.00	
1-25-240-215	Police Department - OE	2,000.00	
1-26-310-207	Buildings & Grounds - OE		200.00
1-31-430-205	Gasoline - OE	500.00	
1-31-430-299	Electricity - OE	500.00	
<b>TOTAL GENERAL FUND</b>		<b>\$6,200.00</b>	<b>\$6,200.00</b>

- CFO Ciminera commented that the majority of the transfers were due to legal fees.
- 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.

• **#056-2019 - AUTHORIZING SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF LAUREL SPRINGS AND THE BOROUGH OF PINE VALLEY FOR REGISTERED MUNICIPAL CLERK, DEPUTY CLERK, TREASURER, CONSTRUCTION SECRETARY AND CERTIFIED MUNICIPAL REGISTRARS 2020-2022**

**WHEREAS**, the Borough of Pine Valley (Pine Valley) and the Borough of Laurel Springs (Laurel Springs) are both municipal entities located within the County of Camden, State of New Jersey; and

**WHEREAS**, Pine Valley and Laurel Springs wish to enter into a Shared Services Agreement, whereby Laurel Springs would aid and assist Pine Valley in acquiring the services of a Registered Municipal Clerk, Deputy Clerk, Treasurer, Construction Secretary and Certified Municipal Registrars for the years 2020 through 2022; And

**WHEREAS**, Laurel Springs is able to provide said services in consideration of the mutual promises set forth in the attached agreement;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Pine Valley that the Mayor and Clerk be authorized to execute the Shared Service Agreement setting forth the provisions of services provided and payments to be rendered.

- Mayor Kennedy commented that this was per discussion at last meeting.
- 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.

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- #057-2019 - 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 November 14, 2019 in the amounts indicated below is hereby approved:

Current Account	\$ 124,469.66
Payroll Account	\$ 6,958.60
TOTAL	\$ 131,428.26
- 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 reported that approval from the State for the Emergency appropriation was received. There was discussion of next year’s budget and one or two potential dates for scheduling a meeting. The Voorhees Shared Services Agreements for CFO, CTC ad CRP are currently being worked on. The paperwork for the new police vehicle is now complete and available for Captain Rauer. It will be a four-year lease on vehicle and equipment, with an annual payment. The check is being cut today.
- **Police Report** – Captain Rauer said there were a few alarms but no problems, just alarms that the Fire Department does respond to as a general alarm. The Police Department is taking under consideration the matters the Club was given instruction to do, and a few matters of procedure under review because of their Civil Rights review. The Police Department doesn’t deliver mail for the Club. There was discussion that separation is required. There may be other items as well, but there is no determination, it is still being discussed. Mayor Kennedy will reach out to the Club to see what they are thinking, and reported that with regard to the Civil Rights matter the questions that were forwarded are having answers provided in writing by the Borough’s Counsel, which is separate from the Club’s Counsel.

**MATTERS FOR DISCUSSION**

- **2020 Meeting Dates** – A draft of potential dates was presented to the Governing Body and Friday, January 3, 2020 at 4 pm will be utilized for a Reorganization Meeting. There was discussion of holiday’s in 2020. A revised draft will be constructed utilizing the third Tuesday of every month at 4 pm.
- **Annual Award’s Dinner** – Mayor Kennedy reported that the Borough Award’s Dinner is December 5<sup>th</sup>, and that Mrs. Carson will attend. Mayor Kennedy explained his plans to present her with an award in memory of Mayor Emeritus Carson, and asked for biographical information on Mayor Carson. Mayor Kennedy discussed his travel plans and fulfilling the meeting requirements during that time.

**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 16, 2019 at 4 pm at the Borough Hall.

**MOTION TO ADJOURN** - The motion to adjourn at 4:26 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

