

**PINE VALLEY BOROUGH  
MEETING MINUTES  
Tuesday, March 16, 2021  
Mayor Michael B. Kennedy Presiding**

**CALL TO ORDER-FLAG SALUTE**

**OPEN PUBLIC MEETINGS ACT** – Adequate notice of this meeting was given by emailing The Retrospect and Courier Post on January 6, 2020 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, January 19, 2021 - the motion to approve by Commissioner Clark, was seconded by Commissioner Kennedy with all in favor, none opposed and no abstentions.

• **ORDINANCES – Second Readings by Title, Public Hearing and Introduction:**

- 2021-01-AN ORDINANCE ADOPTING ANNUAL FEE SCHEDULE FOR THE BOROUGH OF PINE VALLEY
  - Mayor Kennedy read the ordinance by title
  - Mayor Kennedy opened the meeting to the Public for questions or comments on this ordinance, and hearing none, closed the meeting to the public.
  - Motion to Adopt by Commissioner Kennedy, was seconded by Commissioner Clark, with all in favor, none opposed and no abstentions.
- 2021-02-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 for questions or comments on this ordinance, and hearing none, closed the meeting to the public.
  - Motion to Adopt by Commissioner Clark, was seconded by Commissioner Kennedy with all in favor, none opposed and no abstentions.

• **RESOLUTIONS**

- #029-2021 - CANCELLING OUTSTANDING CHECKS

WHEREAS, upon review of the financial records of various bank accounts maintained by the Borough of Pine Valley, it was determined that there are stale-dated outstanding checks; and WHEREAS, it is in the best interest of the Borough to cancel these outstanding checks; NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Commissioners of the Borough of Pine Valley, that the following outstanding checks be cancelled:

ACCOUNT & CHECK #	DATED	PAYEE	AMOUNT
General Fund			
#7108	01/03/20	Courier Post	\$ 37.04
#7239	07/14/20	WMD Race Development	44.95
		TOTAL	\$ 81.99

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

- #030-2021 - 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

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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, Robert W. Mather.

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.
- 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
- Mayor Kennedy explained that this was an annual resolution for the JIF Safety Incentive Program.
- The Motion to adopt by Commissioner Clark, was seconded by Commissioner Kennedy, with all in favor, none opposed and no abstentions.

● #031-2021 - 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 16, 2021 in the amounts indicated below is hereby approved:

Current Account	\$29,886.95
Capital Account	\$ 3,900.00
Payroll Account	\$ 6,308.72
TOTAL	\$40,095.67

- Mayor Kennedy reviewed the items submitted for payment.
- The motion to approve by Commissioner Kennedy, was seconded by Commissioner Clark with all in favor, none opposed and no abstentions.
- 032-2021 - AUTHORIZING MAYOR AND MUNICIPAL CLERK TO EXECUTE AGREEMENT BETWEEN THE BOROUGH OF PINE VALLEY AND THE OFFICER IN CHARGE

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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, 2020 to December 31, 2021; 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, 2020 through December 31, 2021.

- Mayor Kennedy said this is typically a one-year agreement, however, because of the uncertainties of 2020 and accompanying budget changes, last year's agreement was left pending. So this covers two years, 2020 and 2021. It increases the number of sick days.
- The motion to approve by Commissioner Kennedy, was seconded by Commissioner Clark with all in favor, none opposed and no abstentions.

**INTRODUCTION OF THE 2021 MUNICIPAL BUDGET** in the amount of \$595,000

- There was conversation about the timeline for introduction, Mayor Kennedy saying that work began in December, and that they were working with thin margins. With regard to the tax rate is a 3.1 cent tax increase, which for an averaged assessed home is \$170 per year, so it is back in line with pre-2020 increases. There were additional conversations about time frames and federal monies being received that should not produce any changes in this budget. In other towns it may cause things to be extended but not for Pine Valley, so adoption is scheduled for April 20, 2021.
- Mayor Kennedy opened the meeting to the public for comments and questions, and hearing none, closed the meeting to the public.
- Motion to Introduce 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 – CFO Ciminera said there was nothing really to discuss other than the previously introduced budget. First quarter taxes have been received.
- Police – Captain Rauer reported fire arms qualification this Thursday. All but one officer is fully vaccinated. With regard to the generator the installation payment was just parts and labor, with the gas line being waited for. There was discussion of the winter responsibilities on property and upcoming bills and minimal water damage on borough records.

**MATTERS FOR DISCUSSION**

**FLOOR OPEN TO THE PUBLIC** – Mayor Kennedy opened the floor to the Public for comments or questions on any item appearing on the Agenda, or any other issues they may have. Hearing none, he closed the meeting to the public.

**ANNOUNCEMENTS** – the next meeting for the Borough of Pine Valley will be held Tuesday, April 20, 2021 @4 pm in the Borough Hall.

**MOTION TO ADJOURN** – motion by Commissioner Kennedy at 4:29 pm, was seconded by Commissioner Clark with all in favor, none opposed and no abstentions.

Respectfully Submitted,

Dawn T. Amadio, RMC  
Municipal Clerk