

*PINE VALLEY BOROUGH
MEETING MINUTES
Monday, April 29, 2019 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 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, March 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 – FIRST READING BY TITLE AND INTRODUCTION

- #2019-02 – 2019 SALARY ORDINANCE
 - Mayor Kennedy read the Ordinance by Title.
 - The motion to introduce by Commissioner Kennedy was seconded by Commissioner Clark, with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed and no abstentions.
 - 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.
 - Second Reading, Public Hearing and Adoption will be held on Tuesday, May 21, 2019, 4 pm in the Pine Valley Borough Hall.

Resolutions

- #034-2019 - TONNAGE GRANT APPLICATION RESOLUTION

WHEREAS, the Mandatory Source Separation and Recycling Act, P. L. 1987, c. 102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to Implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2018 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and to indicate the assent of the Mayor and Commissioners of the Borough of Pine Valley to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED by Mayor and Commissioners, that the Borough of Pine Valley hereby endorses the submission of the recycling tonnage grant application to the New Jersey

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Department of Environmental Protection and designates Earl Odd, Recycling Coordinator and Certified Recycling Professional to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be dedicated funds used solely for the purposes of recycling.

- 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.

- #035-2019 - 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 April 23, 2019 in the amounts indicated below is hereby approved:

Current Account	\$ 40,899.45
Payroll Account	10,648.31
TOTAL	\$ 51,547.76

- 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.

- #036-2019 - AUTHORIZING THE CHIEF FINANCIAL OFFICER TO CONDUCT THE LOCAL BUDGET EXAMINATION

WHEREAS, N.J.S.A. 40A: 4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of Pine Valley has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Borough of Pine Valley meets the necessary conditions to participate in the program for the 2019 budget year;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Commissioners of the Borough of Pine Valley that, in accordance with N.J.A.C. 5:30-7.6a & b and based upon the Chief Financial Officer's certification, the governing body has found that the Budget has met the following requirements:

1. That, with reference to the following items, the amounts have been calculated pursuant to law, and appropriated as such in the Budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A: 4-45.2 and appropriations for exceptions to limits on appropriations found at 40A: 4-45.3 et seq. are fully met.
3. That the Budget is in such form, arrangement and content as required by the Local Budget Law and N.J.A.C. 5:30-4 & 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated
 - b. Items of appropriation are properly set forth
- c. In itemization, form, arrangement and content the Budget will permit the exercise of the comptroller function within the municipality.

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5. The Budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A: 4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Director of the Division of Local Government Services.

- 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.

- **#037-2019 - TO READ BUDGET BY TITLE ONLY**

WHEREAS, N.J.S. 40A:4-8, as amended by Chapter 259 P.L. 1995 § 14, 2015, provides that the budget may be read by title only at the time of the public hearing if a resolution is passed not less than a majority of the full governing body, providing that at least one week prior to the date of hearing a complete copy of the budget has been made available for public inspection, and has been made available to each person upon request; and

WHEREAS, these two conditions have been met;

NOW, THEREFORE, BE IT RESOLVED, that the budget shall be read by title only.

- 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.

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

- Public Hearing on the Budget – Mayor Kennedy opened the meeting to the public to discuss the 2019 Municipal Budget. With no comments heard, he closed the meeting to the public.
- The motion to Adopt by Commission 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 had nothing but the Treasurer’s Report he submitted. Now the at the budget is adopted, he can start reporting on the budget along with the Treasurers’ Report. Mayor Kennedy said he had spoken with the Auditor and he is preparing for the Trustees meeting with information about assessed values, revenues, expenditures, capital program and employee requirements. CFO Ciminera said he was currently filing the Senior and Veterans Reports in his capacity as Tax Collector. There are no payroll issues to report.
- **Police Report** – Captain Rauer reported that the new vehicle is on order and it takes about a month and a half to be delivered. There was an incident of vandalism by young kids from neighboring towns. It appears they were joy riding on bicycles during school spring break. The police staff are qualifying for fire arms some of the classroom time can be modified by the use of DVD’s making the scheduling coverage requirements less.

MATTERS FOR DISCUSSION

- Best Practices –
 - Financial Disclosure Statement rosters are 100% filed.

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- Municipal Emails and OPRA reminder – there was review of the municipal emails that have been established for the governing body and borough officials and a reminder that emails are subject to the Open Public Records Act.
- Pine Hill Fire Department Donation – Mr. Mather reported the \$6,225 had been donated to the Pine Hill Fire Department by Pine Valley residents with 100 % participation.
- Liquor License – all is well and in order for the renewal of the license. There was a review of the governing body process for the liquor licensing.
- MOU with the Red Cross for emergency housing – Mayor Kennedy asked Captain Rauer to respond that there is no ability and no capacity to accommodate their request as the lack of public bathrooms would make it problematic.
- Audit Exit Conference - Mayor Kennedy inquired about the scheduling of the Exit Conference.
- Spring get together for Borough employees an official will by Wednesday, May 15th at the Kennedy's home.

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 Tuesday, May 21, 2019 at 4 pm at the Borough Hall.

MOTION TO ADJOURN - The motion to adjourn at 4:30 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