

*PINE VALLEY BOROUGH
MEETING MINUTES
Monday, September 17, 2018 at 4 pm
Mayor Michael Kennedy presiding
Page 1 of 2*

CALL TO ORDER - Mayor Kennedy called the meeting to order at 3:57 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 Tuesday, August 14, 2018 - the motion to approve by Mayor Kennedy, was seconded by Commissioner Clark with Mayor Kennedy and Commissioner Clark in favor, none opposed and Commissioner Kennedy abstaining.

Resolutions

- **#038-2018 - TO REAFFIRM THE BOROUGH OF PINE VALLEY'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

WHEREAS, it is the policy of the Borough of Pine Valley to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the governing body of the Borough of Pine Valley has determined that certain procedures need to be established to accomplish this policy

NOW, THEREFORE BE IT ADOPTED by the Borough of Pine Valley that:

Section 1: No official, employee, appointee or volunteer of the Borough by whatever title known, or any entity that is in any way a part of the Borough shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough's business or using the facilities or property of the Borough.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough to provide services that otherwise could be performed by the Borough.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Borough Administrator shall establish procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Borough Administrator shall establish procedures that require all officials, employees, appointees and volunteers of the Borough as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Borough Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Borough Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution.

Section 9: This resolution shall take effect immediately.

*PINE VALLEY BOROUGH
MEETING MINUTES
Monday, September 17, 2018 at 4 pm
Mayor Michael Kennedy presiding
Page 2 of 2*

- 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.
- #039-2018 - 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 September 17, 2018 in the amounts indicated below is hereby approved:

Current Account	\$30,276.58
Payroll Account	7,607.69
TOTAL	\$37,884.27
- 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 said the tax quarter came and went without incident. The new tax bills looked good and were received well. SALT legislation was effectively killed by the IRS. The school tax material forward by CFO Ciminera was received by Mayor Kennedy for his review and preparation for the Trustees meeting. As the Borough is moving into the final quarter of the year, we can start looking forward to the Budget preparation. Everything is good with payroll.
- Police Report - Captain Rauer reported that four people were evicted for tossing things onto the course during the Crump Cup. There was a discussion of parking issues, crowd control and visitors walking onto the green. The rough number for attendance was 776. The EMS performed well. Unrelated to the tournament there were two ambulance calls for a caddy, who, due to a recurring medical condition will not be returning this season. There was discussion of changes to the type of golf cart and ability to purchase police vehicles from Ford. Both matters will be accounted for in the 2019 budget to replace. There was discussion of the golf cart which will be an extended utility cart which will be able to access places on the course that where an ambulance or full size vehicle would absolutely have difficulty. The cost will be greater than the past at likely \$13,000 to \$15,000 per year. Captain Rauer gave more detailed description of the cart with slides, toolboxes, etc.

MATTERS FOR DISCUSSION

- Best Practices –
 - 2019-2020 Employment Practices Liability (EPL) Program – Resolution #038-2018 was approved by the Board of Commissioners and the requirements and compliance matters discussed along with the content of the EPL checklist that requires the signature of the Borough General Counsel.
 - Animal Cruelty Officer – there was discussion of the current uncertainty from Laurel Springs' ACO that he will be permitted to fill this position. Everyone is unclear what the State of New Jersey will render as requirements and criteria for this municipal position. It may require the appointment of a Police Officer, which would then likely end up in a Shared Services arrangement. Nonetheless, the Borough will wait and see what the State decides and then act accordingly. The matter will remain on the agenda.
 - Trustees Meeting – Mayor Kennedy explained that the meeting will be held on October 12th saying these semiannual meetings go well. He suspects there will be conversation regarding the consolidation of municipalities.
 - Annual Awards Dinner – it was reported that everything is ready to go.

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, October 15, 2018 at 4 pm at the Borough Hall.

ADJOURNMENT - There being no further discussion or official action, the motion to adjourn by Mayor Kennedy was seconded by Commissioner Clark at 4:20 pm, with all in favor, none opposed and no abstentions.

Respectfully submitted,

Dawn T. Amadio, RMC, Municipal Clerk