

*PINE VALLEY BOROUGH
MEETING MINUTES
Monday, October 15, 2018 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 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 Monday, September 17, 2018 - 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.

Resolutions

- **040-2018 - 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 October 15, 2018 in the amounts indicated below is hereby approved:

Current Account	\$34,120.73
Payroll Account	8,284.42
TOTAL	\$42,405.15

- 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.

- **#041-2018 - AUTHORIZING ANNUAL APPROPRIATIONS FOR A PUBLIC EMPLOYEES AWARD PROGRAM**

WHEREAS, N.J.S. 40A:9-18 authorizes local units to establish an awards program designed to promote efficiency and economy in governmental functions and to reward individual officers and employees for heroism, efficiency, meritorious suggestions, professional accomplishments, performance of duty and for services, and

WHEREAS, the Governing Body of the Borough of Pine Valley hereby authorize the establishment of a Public Employees Award Program and will designate an officer or officers to assist in the formulation and administration of this award program which may consist of an advisory committee, and

WHEREAS, the awards may be in the form of cash, medals, certificates, insignia, or other appropriated devices or tokens of appreciation as shall be provided for under the awards program.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Pine Valley hereby authorize the establishment of a Public Employees Award Program and authorizes an annual appropriation of general funds not to exceed \$2,500.00 to carry out any programs established hereunder.

- There was discussion about what appropriations or reimbursements were utilized for this expenditure, which CFO Ciminera will follow up on.
- 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.

- **#042-2018 - 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 several 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
Payroll Fund - #1023	09/28/17	John Greer	\$ 225.20
		TOTAL	\$ 225.20

- CFO Ciminera clarified that the stale check is being voided and a new check issued.
- 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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OFFICIAL REPORTS

- Trustees Meeting – Mayor Kennedy reviewed his meeting with the Trustees of the Club saying he is asked to report twice per year at the beginning of the season and then at the end. The subjects he covered were operational matters of finance and accounting, saying everything has been filed in a timely manner and stayed within budget. Additionally, there is adequate system back up, capital improvements program and shared services to accommodate Pine Valley’s part time needs with certified people. There was discussion of the Police Department roster requirements and earning history. He mentioned the visit of State Senator Ryan Peters and discussed the likelihood or improbability for the charitable SALT Legislation and forced consolidation and potential strategies for either. The SALT Legislation is receiving a wait and see approach.
- Finance Reports – CFO Dean Ciminera confirmed that the SALT Legislation is receiving a wait and see approach and that the requirements of the law are very unwieldy. The said there were no surprises in the first draft of the 2019 budget. There was discussion of the Police Roster and Salary and Wage requirements in light of the upcoming budget season.
- Police Report - Captain Rauer reported that he had received a letter of resignation tendered by Officer Richard Graham. There was additional conversation regarding the number of officers and salary requirements for potential hires.
- The motion to accept the letter of resignation by Officer Richard Graham effective October 21, 2018 by Commissioner Kennedy was seconded by Commissioner Clark with Mayor Kennedy, Commissioner Clark and Commissioner Kennedy in favor, none opposed, and no abstentions.

MATTERS FOR DISCUSSION

- Best Practices –
 - 2019-2020 Employment Practices Liability (EPL) Program – it was reported all the requirements and compliance matters were submitted in a timely fashion.
 - Local Board of Health Report – the following Report of Camden County Local Boards of Health Summit 2018 was entered into the record and serves as the annual meeting the Pine Valley Board of Health:
 - Each municipality is required by State Statute to have a Local Board of Health
 - Pine Valley Governing Body serves as the Board of Health with the assistance of Municipal Clerk Amadio and Borough Administrator Robert Mather.
 - Therefore, Pine Valley can consider itself to have a five-member Local Board of Health.
 - The Primary function of Local Boards of Health in almost all small municipalities in New Jersey is pet licensing and animal issues.
 - The State law requires Licensing and Rabies vaccination of dogs, and Pine Valley accomplishes that early every year and is in 100% compliance.
 - The dialogue the Governing Body has been having regarding the new State Law for Animal Cruelty Investigation with local Law Enforcement is an example of how the Governing Body effectively functions as a Local Board of Health.
- Animal Cruelty Officer – Captain Rauer discussed that there was nothing new to report on with regard to the matter, however, it seems more likely than not that the State will be requiring a Police Officer to provide the service, as they would like it to be an armed officer.
- Annual Awards Dinner – is Thursday, November 29th and everything is in order.
- Correspondence from Jim Stoddard thanking the Mayor and Governing Body for his recent attendance at the Crump Cup.

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, November 19, 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 4:30 pm, with all in favor, none opposed and no abstentions.

Respectfully submitted,

Dawn T. Amadio, RMC, Municipal Clerk