

**Borough of Pine Hill  
Council Meeting  
September 17, 2012  
Pine Hill Borough Municipal Building  
7:30 P.M.**

Mayor Green called the meeting to order. He asked everyone to stand for the pledge of allegiance to the flag.

Deputy Clerk, Patricia Hendricks delivered the Sunshine Law and the awareness for the town.

Roll Call: Councilman Warrington-absent, Councilwoman McCullen-present, Councilman Knott-present, Councilman Shultz-present, Councilman Jaxel-present, Councilman Robb-present, Mayor Green-present, Mrs. Bileci-present, Mrs. Hendricks-present, Mr. Patterson-present, Mr. Cray-present, Mr. Cardis-absent

RESOLUTION # 2012-125: RESOLUTION APPROVING THE PROMOTION OF OFFICER TERRY L. HOGAN TO THE RANK OF SERGEANT IN THE BOROUGH OF PINE HILL POLICE DEPARTMENT

RESOLUTION # 2012-126: RESOLUTION APPROVING THE PROMOTION OF OFFICER CHRISTOPHER WITTS TO THE RANK OF SERGEANT IN THE BOROUGH OF PINE HILL POLICE DEPARTMENT

RESOLUTION # 2012-127: RESOLUTION APPROVING THE PROMOTION OF DETECTIVE SERGEANT CHARLES F. STETTLER TO THE RANK OF LIEUTENANT IN THE BOROUGH OF PINE HILL POLICE DEPARTMENT

Mayor Green stated let the record reflect that Councilman Warrington has arrived.

Motion to Move Joint Resolutions #2012-125 thru #2012-127: Councilman Warrington,

2<sup>nd</sup> Councilwoman McCullen

Roll Call: 6 yes votes

Chief Winters comments on Lieutenant Charles Stettler previous years within the Police Department. He said he has received recognition through the Department through the Borough, recognized by the FOP and the Prosecutor's Office. Chief Winters stated that he is going to be a tremendous asset to the department. Councilman Warrington comments that it is truly an honor to have worked with Lieutenant Stettler on the Street as Public Safety Director and it is amazing to watch him grow and to see his continued forward progress and all of the good things he does for the town and the Police Department. Councilman Warrington stated that he is happy to recognize that tonight.

Lieutenant Charles F. Stettler is sworn in by Mayor Green.

Chief Winters comments on Sergeant Terry Hogan previous years within the Police Department. He said that she is a Dare Officer and the Chairwoman of Municipal Alliance. Chief Winters stated that she has an overwhelming attachment to the schools and the effort put out through the juvenile program. He commented she has been recognized by the Police Department, the Borough and the FOP. Chief Winters stated that she is going to be a tremendous asset to the department. Councilman Warrington comments that is a pleasure to welcome Terry with this promotion. He states that over the years while his children were in school he got to watch her example to all of our children thru the school and her partition in all of the organizations and the groups. Council Warrington said that it is an honored to have her promoted tonight.

Sergeant Terry Hogan is sworn in by Mayor Green.

Chief Winters comments on Sergeant Witts previous years with the Police Department. He said that he is the K-9 Officer of the Department. Chief Winters commented that he has been recognized by the Association, FOP and the Camden County Prosecutors Office. He said that he also assist the academy with teaching some swat schools and K-9 classes. Chief Winters said that he is one of the officers that everybody calls when they need something and he is there. Councilman Warrington comments that it has been an honor to watch as he has come on the force with the K-9, the relationships the he has established through-out County the State which have been such a huge benefit to Pine Hill. He said that it is truly an honor and a pleasure to see you promoted here and I look forward to working with you in the future.

Sergeant Christopher Witts is sworn in by Mayor Green.

### **APPROVAL OF MINUTES**

September 10, 2012

Motion to approve: Councilman Knott, 2<sup>nd</sup> Councilwoman McCullen  
All in Favor: 5 yes votes, Councilman Robb abstained

### **APPROVAL OF BILLS**

Motion to approve: Councilman Shultz, 2<sup>nd</sup> Councilman Jaxel  
Roll Call: 6 yes votes

### **COMMITTEE REPORTS**

Motion to approve: Councilman Knott, 2<sup>nd</sup> Councilman Robb  
All in Favor: 6 yes votes

### **Council Discussion:**

- Letter received by Mayor Green from Tri Mark Building Contractors, Inc. on behalf of Southern New Jersey Council, Boy Scouts of America, Pine Hill Scout Reservation requesting a waiver from the Borough of Pine Hill for the construction of curb and sidewalk along the front of the property on Watsonstown-New Freedom Road.

Mayor commented that there are representatives from the Boy Scouts here this evening.

Lee Marcello stated that he is with Tri Mark Building Contractors doing work for the Boys Scouts at their Pine Hill Camp. Lee Marcello explained that the purpose of the house is the Boy Scouts have deemed that the ranger's residence that currently exists on the camp reservation is in need of replacement. He said that the purpose of this house is the replacement dwelling for the existing ranger's house. He stated that it is located where it is so that the ranger who lives on site can supervise and see the camp ground around there. He commented that the Boy Scouts did not know that there was an ordinance for curbing and sidewalk. He said that he was here to help the Boy Scouts and to seek some relief on this requirement. He said this is not a typical residence; it is basically a ranger an onsite person for the Boy Scouts that is living here. He commented that once they are done with the project the existing structure that houses the ranger will be demolition. He stated that they do have some photographs if anyone is not familiar with the site or has any questions. He said that he has two representatives from the Boy Scouts here this evening too who would only be too happy to answer any of your questions.

Councilman Warrington asked where the road access is going to be.

Lee Marcello explained that it is an existing road access. He said that they are going to use the same access that currently exists; they are not creating a new access for this house.

Mr. Patterson stated that the governing body certainly has the discretion to grant a compromise in certain situations as long as you identify why. He commented that in this case I would indicate that it is a non-profit organization, because it is the Boy Scouts, this is not a typical residential home that you would find in someone else and because of the length of the frontage of the property that you are able to enter into some type of compromise. Mr. Patterson said that he would see that in the same manner as a variance.

Action Taken: Resolution 2012-130

RESOLUTION # 2012-130: RESOLUTION OF THE BOROUGH OF PINE HILL APPROVING WAIVER TO BOY SCOUTS OF AMERICA ON INSTALLING CURBS AND SIDEWALKS

Motion to Move Resolution #2012-130: Councilman Shultz, 2<sup>nd</sup> Councilman Jaxel  
Roll Call: 6 yes votes

- Best Practices 2012 Inventory

Mayor Green reported that is required by the State of New Jersey through the Governor's office. He stated that it is a yearly Best Practices Survey requiring each town to fill out and based on their ranking and score determines what if any penalty they will receive for their state aid. He reported that it was prepared by our Business Administrator, Chief Financial Officer and our Accountant. He commented that we have a score of 88 and there will be no impact on our state aid.

Motion to Accept: Councilman Warrington, 2<sup>nd</sup> Councilman Knott  
Roll Call: 6 yes

Mayor Green reported that an email from the President of the Pine Hill Youth Association on Sunday was received about the Bowen Complex regarding men's room toilet was not working and needed to be prepared. He reported that more importantly that no one notified us for several weeks. He stated that our Public Works Superintendent went out this morning took a look at the bathroom and it was totally unusable. He said that he did have pictures if anyone wants to see them, but they are graphic. He commented that the Public Works Superintendent went into the kitchen to work on the bathroom and he found pots of food lying out in the open and dishes in the sink. He said that he does have pictures of that

as well if Council would like to take a look. As Council is aware we have been having some difficulties with one of the groups using it and today was no exception. Mayor Green stated that at this point he is not even sure if the bathrooms are even usable yet. He said that one of our employees did go over there today and worked very diligently to clean it.

Business Administrator reported that the bathrooms are in working conditions; however it was quite a task for Public Works to kind of handle them and get them in a better condition. She said if we were notified we could have handled the situation in a better fashion. She commented again as the Mayor stated the kitchen was left in a bad condition open food would cause rodents and any type of animals. She reported that there have been a lot of problems at the Bowen Field. She stated that the Chief can comment they have been having issues with regards to the parking even though we have done everything in our power to control the parking situation. She commented that we have notified the residents, we have notified all of the coaches over at every organization utilizing the field to ask them to help us and compile with all of the regulations and we are still having some difficulties. She stated that it is something that the Borough needs to address because our fields are getting destroyed and were maintaining them. She reported that it is not cost effective for the Borough to do this in this way anymore. She said that it is to the point where the Borough needs to do something to let the organizations know that we take pride in our fields, we take care of our fields and we want to keep them clean.

Mayor Green asked Council if they would like to take any action.

Councilman Shultz asked if there was a contract or agreement they would sign.

Councilwoman McCullen stated on the fact that each group files an application for use and we have certain requirements that the Borough has established that they have to meet naming the Borough as secondary insured. She reported that Administrator Bileci as she stated a packet has been sent out to each group so they all know what is required of them.

Councilman Shultz commented that there should be something they sign off on.

Administrator Bileci commented that there is the application process, but there is no physical use agreement that they would sign off on and adhere to the following. She reported that they have the ordinance in place that allows for what they can and cannot do on site, but there is nothing that has any fines or penalties, deposits, anything if an inspection done this is what the consequences will be; there is nothing tight like that.

Councilwoman McCullen reports that we do not have a penalty scale, but it does say in their violation that they can be denied use of the facility. She stated to Councilman Shultz that there has been nothing in guidelines as to what kind of a penalty would occur. She commented that her recommendation would be that they should have to be assessed a fee for the cost including labor that would be occurred to rectify the damages that have been done to the building.

Councilman Warrington states that clearly there needs to be accountability.

Mayor Green commented that he felt the best response maybe to suspend their privileges at the shack at this time or a monetary fine.

Councilman Warrington said that if we do that we need to have a very concise action plan as to this is what we found, this is what we saw and this is what has to happen.

Councilman Shultz asked if anyone was in favor of doing some kind of an agreement.

Mayor Green stated that they have been gathering the agreements there is quite a few from various towns. It was something that once we got everything together we were going to put in place but reality is that it was not going to happen until the beginning of the year. Mayor Green reported that there is a lot to this it is not just one group, there are multiple groups in town. He stated that you have to look at all scenarios not just here but at the Rec Center, Joey Green Field, Private Groups, Non-Profit Groups, Charitable Groups; so it was not going to be a quick fix.

Administrator Bileci stated that's the concern there is a lot of details entailed in the field usage agreements, but right now we are just having immediate problems and we need quick remedies to control the situation.

Mayor Green stated that maybe the best thing to do would be to suspend the use of the shack for a period of two weeks. He commented that when we allow them back to use the shack again provided that they reimburse the Borough for whatever cost was involved for cleaning up the kitchen and the bathroom; and until we get our money they cannot use the shack. He said if they come up with the money by the end of the two weeks we can give them back the use of the shack and if they do not it will stay closed until they rectify the fines.

Mr. Patterson recommended that the Borough send a letter to all of the organizations and put them all on notice that the kitchen food service facilities are going to be shut down for a period of time due to the condition that it was left in. He said that the bathroom facilities will remain open for use unless it is determined that they are being misused. He commented that if that happens, the bathroom facilities will be shut down too and they will have to pay to put a port a potty at there. He reported that if the conditions continue to detearate the Borough will have no choice but to shut down the field.

RESOLUTION # 2012-128: RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF PINE HILL RELATIVE TO AUDIT CONTROLS REQUIRED FOR THE ISSUANCE OF STATUTORY BONDS BY THE MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND

Motion to Move Resolution #2012-128: Councilman Shultz, 2<sup>nd</sup> Councilman Jaxel  
Roll Call: 6 yes votes

RESOLUTION # 2012-129: RESOLUTION AUTHORIZING A TAX REFUND

Motion to Move Resolution #2012-129: Councilman Knott, 2<sup>nd</sup> Councilwoman McCullen  
Roll Call: 6 yes votes

Mayor Green opened the meeting to the public.

**Gregory and Carolyn Girard – 83 West 1<sup>st</sup> Avenue**

They expressed that they were having a problem with a property at 81 West 1<sup>st</sup> Avenue. He said that the property is basically dilapidated I am not sure if it is bank owned.

Mayor Green asked if someone stills lives in the home, is it 77.

Mr. Girard stated that he believes it is 79. He said that someone is living in the cellar. He commented that there is safety issue with raccoons and other things that are living in the house. We have children that are living all along there and my basic concern is for the children. He stated also that the person that is living in there he is not sure if he belongs there or not. They both feel something needs to be done, they would like to sale their house and they cannot.

Mayor Green reported that the County Board of Health was out there today your neighbor told me that, but they were not too optimistic that there was anything that could be done. He commented that the Borough is going to look into it and if you would like to give your phone number and information to our Business Administrator we will be happy to get in touch with you. He said that he actually told the resident at 73 that he would stop out in the next couple of days although it would probably be closer to the weekend that he would be able to get out there and take a look at it.

### **Bill Heriegel – 19 Melrose Drive**

He stated that Mayor and Council were talking about the rec commission and the fields; he feels Public Works should not have to clean them up, because it is our tax payer's money. He said who every did it should clean it up. Mr. Heriegel also commented on the kids bringing home a paper regarding fireworks.

Mayor Green commented that we are going to be doing fireworks.

He commented that through fireworks previously a house caught on fire.

Mayor Green stated that is why we are doing the fireworks at Overbrook.

Mr. Heriegel asked why they are doing fireworks.

Mayor Green stated because he thought it was a great opportunity to get the community together on a New Year's Eve 9: 00 to celebrate the end of the year.

Mr. Herigel stated that he would rather have a Fourth of July Parade.

Mayor Green stated that there was not a lot of partition in a Fourth of July Parade, I understand.

Motion to Close to the Public: Councilman Knott, 2<sup>nd</sup> Councilman Jaxel  
All in Favor: 6 yes votes

### **Council Reports:**

Councilman Shultz reported that the Economic Development Commission met last week and spoke about using Borough owned property empty space. He said that the Economic Development Commission is working on a study.

Councilman Warrington commented that he had a nice meeting about the Christmas Parade and that they are moving forward, we divided up some tasks and it looks like we should have a real nice parade.

Councilman Knott stated that Public Works is continuing the down town clean-up. He commented that most of the bulbs are up and working; the special lighting we have. He reported that they have three units that are still not working correctly we are waiting for parts. He commented that they did receive two trees today one of which was planted in front of the bank and the second one should be planted tomorrow down by Papa John's area. He stated that they also purchased a traffic control sign today a two-sided sign to help control traffic when the guys are working out on the street.

Councilman Jaxel reported that they had their first Municipal Alliance meeting this past week and we are moving forward. He said that they are trying to come up with new ideas to do in the fall and the winter because they really do not do anything for that time frame; all of their efforts seem to be after the New Year. He stated also that this is the last year for the funding that we are locked in for the programs that we have now; so it is a good time to start investigating new programs. He reported that he was happy to

see Channel 19 finally took the National Night Out slides down, so we are making progress with that. He commented that hopefully that will move forward now that we have the computer problems solved.

Engineer Paul Cray reported on Franklin Avenue the Borough awarded the contract last meeting and we are working towards the contract execution; it should be coming up shortly. He stated that it will be time for next year's application soon 2013 State Aid so that is something that we will be coming to Council with a Resolution either the next meeting or the meeting after that.

Mayor Green asked and we are looking at Estates Avenue.

Mr. Cray stated that Estates Avenue has been targeted and looks like a strong candidate.

Administrator Bileci reported that she had a couple things to follow up on with regards to the Best Practice. She commented that the whole point of the Best Practice is the time cost effective to manage your town. She said that two things we talked about the Mayor and I was a health audit. She commented that one of the questions on there was if you review your monthly health bills. She stated that they are going to start doing that a health audit in October which will allow all of our employees to confirm if they are legally married, if their spouses are covered and their dependents so that we can confirm that everybody is legitimate on the health insurance. She reported that another was they are going to be looking into another shared service with Gloucester Township with regards to our hvac units. She said obviously our damage in the foyer was caused by one of our units and it trigger us to look at things and realized that we can do a shared service with Gloucester Township for the functions that our Public Works cannot handle. She commented that they have certified hvac staff over at Gloucester Township that would be able to help us out; so that is something that we are going to see in the future as well. Administrator Bileci reported that to follow up with the Public Works the leaf schedule is out. She said that they did take the recommendation of Mayor and Council so we did rotate the schedule this year the first development that was first last year will be last this year and we will just rotate it through so that there is fairness through-out the entire town. She commented that the leaf schedule will be posted on the website and out on the newsletter. She reported that the newsletter will be hitting the third week in October, October 22<sup>nd</sup> so again if you have anything that you would like included, any ideas please let me know. She stated that our Safety Committee met last week and we were alerted by the insurance company that it looks like it will be the first time that Pine Hill will qualify for safety incentive funds so the committee is doing a great job were actually doing different things and it will be the first time that we will qualify for a \$900.00 reimbursement back.

Councilwoman McCullen commented that maybe under community affairs she wanted to point out two things. She reported that she was contacted by a young gentlemen who is a junior in high school, a Boy Scout and he is on an Eagle Scout project. She said that he reached out to her regarding a project that he wants to do developing the Maguire Park area. She commented that she spoke with our Business Administrator and also you your honor and she will get back to the Boy Scout and tell him that you will meet with him next Wednesday evening at 7:30 to go over some ideas with you. She said that she would also like to reach out with the Police Department, Fire Department and the EMT Group because that park is actually designated and will be dedicated to first responders. She commented that she feels it he is going to go for his Eagle Scout badge that it would be nice to also add some importance by working with the officials in the town where he is going to be doing the park. She also reported on the Fire Department reaching out to the Elementary School children because it is Fire Prevention Week. She said that they are going to open it up into some posters where they will have prizes for the elementary children who win and also to invite them over to the Fire House because they are having an open house. She said that the youth that goes over with their families will actually be able to see the equipment and have some explanation to safety issues and those kind of things.

Mayor Green reported that the planning board met this past Thursday evening. He said that the application for them was the old karate academy on Blackwood-Clementon Road it was purchased by a church from Deptford. He said that they were given final site approval. Mayor Green stated that the major issue being they are going to have to put curbing and sidewalk in along the new road side of their street which is the property of the Borough of Pine Hill so they will not need county approval. He commented that they will be cleaning up the place and black topping the parking lot sometime in late spring of 2013.

Mayor Green reported the following upcoming meetings in the Borough:

Council Meeting – Monday, October 1, 2012  
Fire Commission – Thursday, October 4, 2012  
Municipal Utility Authorities – Wednesday, September 19, 2012  
Planning Board – Thursday, October 11, 2012  
School Board - Tuesday, September 25, 2012

Motion to adjourn: Councilman Jaxel, 2<sup>nd</sup> Councilman Knott  
All in Favor: 6 yes votes

The meeting adjourned at 9:06 pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Patricia Hendricks", with a large, sweeping flourish extending to the right.

Patricia Hendricks, Deputy Clerk