

Borough of Pine Hill
Council Meeting
December 18, 2017
Pine Hill Borough Hall
7:30 P.M.

Mayor Green called the meeting to order.

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

Roll Call: Patricia Hendricks, Deputy Clerk

Councilman Warrington-present, Councilwoman McCullen-present, Councilman Knott-present, Councilman Jaxel-present, Councilman Robb-present, Councilman Burke-present, Mayor Green-present, Mr. Greer-present, Mrs. Hendricks-present, Mr. Patterson-present, Mr. Magill-present, Mr. Cardis-present

Approval of Minutes: November 6, 2017

Motion to Approve: Councilwoman McCullen, 2nd Councilman Jaxel
All in Favor: 5 yes votes Councilman Warrington Abstained

Approval of Bills: December 2017

Motion to Approve: Councilman Robb, 2nd Councilman Burke
Roll Call: 6 yes votes

Committee Reports: November 2017

Motion to Approve: Councilman Robb, 2nd Councilwoman McCullen
All in Favor: 6 yes votes

Mayor Green asked Council if there were any matters to be discussed. Council had no matters to be discussed.

RESOLUTION NUMBER 2017-219

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION OF THE BOROUGH OF PINE HILL
AUTHORIZING A TAX REFUND

WHEREAS, Block 44 Lot 1 located at 1411 Pine Street, Pine Hill, is assessed to Albert Gradner; and

WHEREAS, DSHC Enterprises, a current lien holder, made a Stay Out of Sale payment to the Borough of Pine Hill in the amount of \$486.84, not realizing their tax sale certificate 16-00110 had redeemed; and

WHEREAS, the Borough Tax Collector, Kathryn A. Merkh, has indicated that a refund of this payment was due to DSHC Enterprises, LLC; and

WHEREAS, DSHC Enterprises, LLC has already been refunded out of the TTL account and the tax sale money has already been turned over to the Current Fund, the Borough needs to reimburse the TTL account the \$486.84.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Borough Council of the Borough of Pine Hill, County of Camden, that for the reasons set forth hereinabove, it hereby authorizes a tax refund to the TTL account in the amount of \$486.84 and to authorize the Tax Collector to adjust the tax records accordingly.

This Resolution shall take effect immediately upon adoption.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER J. GREEN, MAYOR

ATTEST:

THOMAS CARDIS, BOROUGH CLERK

	WARRINGTON	MCCULLEN	KNOTT	JAXEL	ROBB	BURKE
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Thomas Cardis, Borough Clerk of the Borough of Pine Hill, do hereby certify that the above is a true and correct copy of a Resolution duly adopted by Borough of Pine Hill at a meeting of said Council held on the 18th day of December, 2017, at the Borough Municipal Building.

THOMAS CARDIS, Borough Cler

Motion to move Resolution #2017-219 Councilman Warrington, 2nd Councilwoman McCullen
All in Favor: 6 yes votes

RESOLUTION NUMBER 2017-220

**BOROUGH OF PINE HILL
COUNTY OF CAMDEN**

**RESOLUTION OF THE BOROUGH OF PINE HILL AUTHORIZING
THE YEAR END TRANSFER OF FUNDS**

WHEREAS, the Mayor and Council have determined that certain budget appropriations, in the 2017 municipal budget, are not sufficient to meet anticipated expenses; and

WHEREAS, transfers between appropriations are permitted, during the months of November and December, pursuant to N.J.S.A.40A: 4-58;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Pine Hill, County of Camden, and State of New Jersey that the following transfers be effected and that a certified copy of this resolution be forwarded to the Chief Financial Officer of the Borough.

APPROPRIATION TITLE	TO	FROM
General Administration Other Expenses	2,000.00	
Municipal Clerk Other Expenses	2,600.00	
Financial Administration Other Expenses	1,000.00	
Legal Services Other Expenses	8,000.00	
Health Waiver Benefit	500.00	
Emergency Management Other Expenses	750.00	
Buildings and Grounds Other Expenses	3,000.00	
Vehicle Maintenance Other Expenses	12,000.00	
Landfill/ Solid Waste Collection		29,850.00
Uniform Construction Code Other Expenses		23,500.00
Code Enforcement Salary & Wages	23,500.00	

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:				

THOMAS CARDIS, BOROUGH CLERK				
	WARRINGTON	MCCULLEN	KNOTT JAXEL ROBB	BURKE
YES				
ABSTAIN	✓	✓	✓	✓
NO				
ABSENT				
I, Thomas Cardis, Borough Clerk of the Borough of Pine Hill, do hereby certify that the above is true and correct copy of a Resolution duly adopted by Borough of Pine Hill at a meeting said Council held on the 18th day of December, 2017, at the Borough Municipal Building.				

			Thomas Cardis, Borough Clerk	

Motion to move Resolution #2017-220 Councilman Knott, 2nd Councilman Jaxel
Roll Call: 6 yes votes

RESOLUTION NUMBER 2017-221

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF
PINE HILL AUTHORIZING CLOSURE OF ESCROW ACCOUNTS
WITH AN UNEXPENDED BALANCE

WHEREAS, The Borough of Pine Hill has received from time to time escrow monies necessary for certain reviews by Borough Professionals;

AND WHEREAS, various developers have deposited escrow funds regarding their developer projects with the Borough of Pine Hill for such purposes;

AND WHEREAS, the funds were deposited at various times with subsequent disbursements being made and there has been no activity on these accounts for several years;

AND WHEREAS, attempts have been made, by official correspondence, to notify the developers that the unexpected balance in their account will be refunded to them;

AND WHEREAS, letters have been sent by Regular Mail and/or Certified Mail Return Receipt Requested and have been returned by the post office with the notations such as "Return to Sender", "Unable to Forward";

AND WHEREAS, the Chief Financial Officer of the Borough of Pine Hill indicated that a resolution should be adopted to officially close the accounts and transfer the unexpended balances to the Borough's Current Fund as Miscellaneous Revenue Not Anticipated.

NOW THEREFORE BE IT RESOLVED that the unexpended balance regarding such accounts be transferred from the escrow account to the Borough of Pine Hill's Current Fund:

Account- Community Development Institute \$495.00

BE IT FURTHER RESOLVED that a copy of this Resolution shall be delivered to the Clerk of The Borough of Pine Hill and to the Chief Financial Officer of the Borough of Pine Hill for purposes of affecting the transfer, and the treasurer and such other officials of the Borough of Pine Hill are authorized and directed to take the necessary steps to transfer these monies from the Developer's Trust Escrow Account to the Borough of Pine Hill's Current Fund Account.

ADOPTED at a regular meeting of the Mayor and Council of the Borough of Pine Hill, County of Camden, State of New Jersey held on December 18, 2017

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER J. GREEN, MAYOR

ATTEST:

THOMAS CARDIS, BOROUGH CLERK

	WARRINGTON	MCCULLEN	KNOTT	JAXEL	ROBB	BURKE
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Thomas Cardis, Borough Clerk of the Borough of Pine Hill, do hereby certify that the above is a true and correct copy of a Resolution duly adopted by Borough of Pine Hill at a meeting of said Council held on the 18th day of December, 2017, at the Borough Municipal Building.

Thomas Cardis, Borough Clerk

Motion to move Resolution #2017-221 Councilwoman McCullen, 2nd Councilman Warrington
Roll Call: 6 yes votes

RESOLUTION NUMBER 2017-222

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION AUTHORIZING EXTENSION OF A SHARED SERVICES
AGREEMENT BETWEEN THE BOROUGH OF PINE HILL, CAMDEN
COUNTY, NEW JERSEY AND THE PINE HILL BOARD OF EDUCATION,
FOR CLEANING SERVICES COMMENCING ON
JULY 1, 2016 FOR A 1 YEAR PERIOD

WHEREAS, the Borough of Pine Hill (“Borough”) and the Pine Hill Board of Education (“BOE”) previously entered into a Shared Services Agreement for Cleaning Services effective July 1, 2015; and

WHEREAS, THE Borough has reviewed their needs, resources and personnel and have found that they should continue the Shared Services Agreement for an additional year, effective July 1, 2016; and

WHEREAS, the Borough and the BOE are authorized to enter into this Shared Services Agreement pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Pine Hill, County of Camden, and State of New Jersey, that for the reasons set forth hereinabove, it hereby agrees to extend the Shared Services Agreement with the Pine Hill Board of Education for an additional one year effective July 1, 2016 to June 30, 2017.

This Resolution was adopted at a meeting of the Borough Council held on December 18, 2017 and shall take effect immediately.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

THOMAS CARDIS, BOROUGH CLERK

	WARRINGTON	MCCULLEN	KNOTT	JAXEL	ROBB	BURKE
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Thomas Cardis, Borough Clerk of the Borough of Pine Hill, do hereby certify that the above is a true and correct copy of a Resolution duly adopted by Borough of Pine Hill at a

meeting of said Council held on the 18th day of December, 2017, at the Borough Municipal Building.

THOMAS CARDIS, Borough Clerk

Motion to move Resolution #2017-222 Councilman Burke, 2nd Councilwoman McCullen
Roll Call: 6 yes votes

RESOLUTION NUMBER 2017-223

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION AUTHORIZING EXTENSION OF A SHARED SERVICES
AGREEMENT BETWEEN THE BOROUGH OF PINE HILL, CAMDEN
COUNTY, NEW JERSEY AND THE PINE HILL BOARD OF EDUCATION,
FOR CLEANING SERVICES COMMENCING ON
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NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Pine Hill, County of Camden, and State of New Jersey, that for the reasons set forth

hereinabove, it hereby agrees to extend the Shared Services Agreement with the Pine Hill Board of Education for an additional one year effective July 1, 2017 to June 30, 2018.

This Resolution was adopted at a meeting of the Borough Council held on December 18, 2017 and shall take effect immediately.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

THOMAS CARDIS, BOROUGH CLERK

	WARRINGTON	MCCULLEN	KNOTT	JAXEL	ROBB	BURKE
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

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THOMAS CARDIS, Borough Clerk

Motion to move Resolution #2017-223 Councilman Burke, 2nd Councilman Jaxel
Roll Call: 6 yes votes

RESOLUTION NUMBER 2017-224

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN
THE BUDGET OF THE BOROUGH OF PINE HILL PURSUANT TO N.J.S.A. 40A:4-87
(CHAPTER 159, P.L. 1948)

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said director may also approve the insertion of any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Borough of Pine Hill, County of Camden, hereby requests that the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget year 2017 in the sum of \$10,202.69, which item is now available as a revenue from the Hazardous Waste 2015 Recycling Tonnage Grant, and

BE IT FURTHER RESOLVED that a like sum of \$10,202.69 be and the same is hereby appropriated under the caption of:

Hazardous Waste 2015 Recycling Tonnage Grant

BE IT FURTHER RESOLVED that the above is the result of a grant awarded by the State of New Jersey.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

THOMAS CARDIS, BOROUGH CLERK

	WARRINGTON	MCCULLEN	KNOTT	JAXEL	ROBB	BURKE
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Thomas Cardis, Borough Clerk of the Borough of Pine Hill, do hereby certify that the above is a true and correct copy of a Resolution duly adopted by Borough of Pine Hill at a meeting of said Council held on the 18th day of December, 2017, at the Borough Municipal Building.

THOMAS CARDIS, BOROUGH CLERK

Motion to move Resolution #2017-224 Councilwoman McCullen, 2nd Councilman Knott
Roll Call: 6 yes votes

RESOLUTION NUMBER 2017-225

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION OF THE BOROUGH OF PINE HILL AWARDING
CONTRACT FOR PURCHASE OF NEW CHAIRS

WHEREAS, various chairs utilized in the Municipal Building have been determined to be in need of replacement; and

WHEREAS, Quotes were obtained for replacement of the chairs with the lowest Quote submitted by W.B. Mason in the amount of \$8,202.74, which Quote is attached hereto and incorporated by reference herein; and

WHEREAS, funds are available for the Award of this Quote as set forth on the Certification of Funds attached hereto and incorporated by reference herein.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Pine Hill, County of Camden and State of New Jersey that it hereby awards the Quote for the purchase of new chairs to W.B. Mason in the amount of \$8,202.74.

BE IT FURTHER RESOLVED that the appropriate Borough Officials are hereby authorized to execute any and all documents for the purchase of the chairs.

BE IT FURTHER RESOLVED that this Resolution will take effect immediately upon adoption.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER J. GREEN, MAYOR

ATTEST:

THOMAS CARDIS, BOROUGH CLERK

	WARRINGTON	MCCULLEN	KNOTT	JAXEL	ROBB	BURKE
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Thomas Cardis, Borough Clerk of the Borough of Pine Hill, do hereby certify that the above is a true and correct copy of a Resolution duly adopted by the Mayor and Borough Council of the Borough of Pine Hill at a meeting of said Council held on the 18th day of December, 2017, at the Borough Municipal Building.

THOMAS CARDIS, BOROUGH CLERK

Motion to move Resolution #2017-225 Councilwoman McCullen, 2nd Councilman Robb
Roll Call: 6 yes votes

RESOLUTION NUMBER 2017-226

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION AUTHORIZING A CLOSED SESSION OF THE
BOROUGH OF PINE HILL

WHEREAS, the Borough of Pine Hill (hereinafter the “Pine Hill”) is subject to the Open Public Meetings Act, N.J.S.A.A. 10:4-1 et seq. (“Act”) which requires that its meetings be open to the general public; and

WHEREAS, Section 10:4-12 of the Act permits Pine Hill to go into closed session, which is not open to the general public, for certain limited purposes enumerated in the Act; and

WHEREAS, Pine Hill hereby desires to adopt this Resolution to go into closed session at this time in order to: [*Check all that apply*]

_____ Discuss matters deemed confidential by express provision of Federal or State Law or Rule of Court;

_____ Discuss matters in which release of the information would impair a right to receive funds from the United States Government;

_____ Discuss matters the disclosure of which constitutes an unwarranted invasion of individual privacy, including but not limited to, information relative to an individual’s personal or family circumstances and any material relating to medical, rehabilitation, custodial, or child protection issues;

_____ Discuss Collective Bargaining Agreements;

_____ Discuss any matter involving the purchase, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if disclosed;

_____ Discuss any tactics and techniques utilized in protecting the safety and property of the public if disclosure would impair such protection and/or any investigations or violations or possible violations of the law;

 X Discuss any pending or anticipated litigation or contract negotiation (other than collective bargaining) in which Pine Hill is or may become a party and/or any matters falling within the attorney-client privilege; and/or

_____ Discuss any matter involving the appointment, termination, terms and conditions of employment, evaluation of performance of, any specific prospective or current public officer or employee of Pine Hill;

Related to: Contracts

WHEREAS, Pine Hill believes that the matters discussed in closed session can be disclosed to the general public at such time when the Mayor and Borough Council have determined the matters discussed are no longer required to be maintained as confidential and adopt a further resolution to place the Closed Session Minutes into the Public Minutes Record Book.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Pine Hill hereby resolves to go into closed session for the reasons articulated above immediately after passage of this Resolution. This Resolution shall be kept on file for public inspection in accordance with statutory provisions.

Effective Date: This Resolution shall take effect immediately upon adoption.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER J. GREEN, MAYOR

ATTEST:

THOMAS CARDIS, BOROUGH CLERK

	WARRINGTON	MCCULLEN	KNOTT	JAXEL	ROBB	BURKE
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Thomas Cardis, Borough Clerk of the Borough of Pine Hill, do hereby certify that the above is a true and correct copy of a Resolution duly adopted by the Mayor and Borough Council of the Borough of Pine Hill at a meeting of said Council held on the 18th day of December, 2017, at the Borough Municipal Building.

Thomas Cardis, Borough Clerk

Motion to move Resolution #2017-226 Councilman Jaxel, 2nd Councilman Knott
All in Favor: 6 yes votes

Mayor Green opened the floor to the public.

Walt Davis – 1 Franklin Avenue

Mr. Davis wished everyone a Merry Christmas and a Healthy Happy New Year.

Mayor Green thanked Mr. Davis and wished him a Happy New Year.

Mr. Davis gave congratulations to Councilwoman McCullen on her retirement.

Motion to close the floor to the public: Councilman Knott, 2nd Councilman Robb
All in Favor: 6 yes

Council Reports:

Councilman Warrington commented how nice the Christmas Parade was.

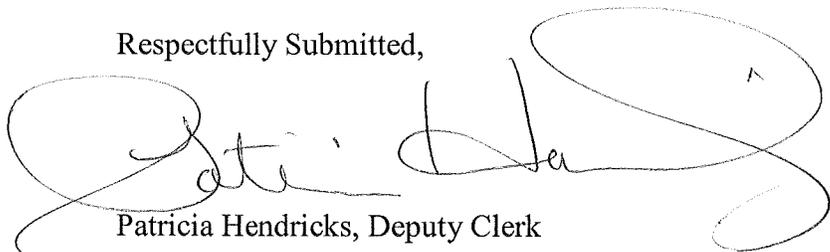
Councilwoman McCullen reported that it has been an extreme pleasure to work with Mayor and Council for the Borough of Pine Hill.

Mayor Green reported on the New Year's Eve Event Celebration. He commented that the Reorg Meeting will be January 6, 2018 at 11:00 am.

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

The meeting adjourned at 7:55 pm.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Patricia Hendricks". The signature is written in black ink and is positioned above the typed name of the signatory.

Patricia Hendricks, Deputy Clerk