

Borough of Pine Hill
Council Meeting
February 3, 2020
Pine Hill Borough Hall
7:30 P.M.

Mayor Green called the meeting to order.

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

Roll Call: Patricia Hendricks, Borough Clerk

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

Approval of Minutes: December 2, 2019

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

December 16, 2019

Motion to Approve: Councilman Knott, 2nd Councilman Jaxel
All in Favor: 5 yes votes

Mayor Green reported to let the record reflect that Councilman Jaxel abstained the motion to approve the minutes for December 16, 2019.

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

ORDINANCE NUMBER 2020-984
BOROUGH OF PINE HILL
COUNTY OF CAMDEN

ORDINANCE AMENDING ORDINANCE 2019-974 PURSUANT TO
N.J.S.A. 40A:9-165, ESTABLISHING THE SALARIES AND WAGES OF
CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF PINE HILL, COUNTY OF
CAMDEN, STATE OF NEW JERSEY

WHEREAS, the Governing Body for the Borough of Pine Hill has determined it necessary to amend the Borough Salary Ordinance in order to provide for additional compensation based upon length of service of a Borough employee.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Pine Hill, County of Camden, and State of New Jersey as follows:

SECTION 1. The salaries and wages of the following officers and employees of the Borough of Pine Hill shall not exceed the following amounts and are annual salaries except as may be noted otherwise.

	<u>Bottom Range</u>	<u>Top Range</u>
Chief of Police	78,700	145,000
Civilian Police Employee	15.00	28.00 per hour
Crossing Guard	11.00	14.00 per hour
Judge of the Municipal Court	16,000	30,000
Mayor	3,500	5,500
Council President	3,100	4,750
Councilperson	2,600	4,500
Borough Business Administrator	47,000	120,000
Borough Clerk	5,000	71,000
Election Official	600.00	1,100
Deputy Borough Clerk	5,000	30,000
Municipal Improvement Search Officer		10.00 per search
Tax Collector	5,000	57,000
Municipal Tax Search Officer		10.00 per search
Chief Financial Officer/Treasurer	25,000	41,000
Deputy Treasurer	5,000	8,000

Public Works Superintendent	45,000	75,000
Code Enforcement Officer	3,500	37,500
Planning / Zoning Board Secretary	2,500	4,500.00
Zoning Officer	3,800	5,000
Construction Official/Rental Inspector	25,000	70,000
Construction Official	9,000	70,000
Sub-Code Official	4,500	14,000
Building Inspector	5,000	15,000
Court Administrator	20,000	65,000
Court Recorder	45.00	58.00 per court appearance
Special Officer	12.00	30.00 per hour
Emergency Management Coordinator	2,500	3,500
Housing Inspector Part-time		18.72 per hour
Housing/Rental Inspector		40,000.00
Code Compliance Official	45,000	80,000
Rental Unit Inspector	30,000	60,000
Public Works Foreman	45,000	72,000

SECTION 2. The Borough shall pay all current employees the salaries within the salary range indicated. In the event that any current employee no longer is employed by the Borough, the Borough Council shall determine the salary of the new employee within the salary or hourly range by duly adopted Resolution.

SECTION 3. The employment titles and salary range for the Union positions are hereby determined as negotiated between the Borough of Pine Hill and CWA Local 1014, the recognized representative of said employees for the purpose of collective negotiations with respect to terms and conditions of

employment.

SECTION 4. The job titles and salary range for the Police Department Union positions are hereby determined and fixed as negotiated between the Borough of Pine Hill and Pine Hill Police Bargaining Committee, the recognized representative of said employees for the purpose of collective negotiations with respect to the terms and conditions of employment.

SECTION 5. The Borough Treasurer is hereby authorized to pay said salaries bi-weekly or monthly, as appropriate.

SECTION 6. All salaries and wages identified in Section One will be effective January 1, 2015.

SECTION 7. Each full time employee, and part time employees where provided by other agreement(s), that are employed prior to January 1, 2015 shall be paid in addition to their annual salary as described in Section One hereof, additional compensation based upon length of service according to the following schedule:

Regular full time and part time non-union employees receive longevity as follows:

0 thru 5 years	\$0.00
6 thru 10 years	\$1,020.00
11 thru 15 years	\$1,170.00
16 thru 20 years	\$1,350.00
21 years and beyond	\$1,560.00

Employees hired after October 1, 2013 are not eligible for length of service compensation

SECTION 8. Compensation for holidays, vacation or sick leave shall be in accordance with the respective Collective Bargaining Agreements and/or Borough Personnel Policy.

SECTION 9. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

SECTION 10. This Ordinance shall take effect immediately upon adoption and publication as required by law.

Introduced: January 13, 2020

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

Public Hearing: February 3, 2020

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

BOROUGH OF PINE HILL:

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

Public Hearing

Mayor Green read the Ordinance

Mayor Green opened the floor to the public.

Motion to close the floor to the public: Councilman Warrington, 2nd Councilman Jaxel
All in Favor: 6 yes votes

Motion to move Ordinance #2020-984: Councilman Robb, 2nd Councilwoman Corry-Gaft
Roll Call: 6 yes votes

ORDINANCE NUMBER 2020-985

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

ORDINANCE OF THE BOROUGH OF PINE HILL AMENDING CHAPTER XXIII OF THE CODE
OF THE BOROUGH OF
PINE HILL, CAPTIONED “LAND USE”

WHEREAS, the Borough Planning Board through a duly appointed subcommittee has recommended to the Mayor and Borough Council that Article XI, Section 23-11 of the Borough’s Land Use Ordinance should be amended by a new caption identified as “Satellite Antennas and Solar Energy Systems” and with a new subsection added to Article XI, Section 23-11 captioned “Solar Energy Systems”; and

WHEREAS, the Mayor and Borough Council have reviewed the recommendation and find said recommendation acceptable for amendment to the Borough Land Use Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Borough Council of the Borough of Pine Hill, County of Camden, State of New Jersey, as follows:

Section 1. Chapter XXIII of the Pine Hill Borough Code captioned “Land Use”, Article XI, Section 23-11 is hereby amended by a new caption identified as “Solar Energy Systems” and by the addition of new subsection captioned “Solar Energy Systems”, which subsection is attached hereto and incorporated by reference herein.

Section 2. All Ordinances or parts of Ordinances that are inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 3. If the provisions of a section, subsection, paragraph, subdivision, or clause of this Ordinance shall be judged invalid by a Court of competent jurisdiction, such judgment shall not affect or invalidate the remainder of any section, subsection, paragraph, subdivision or clause of this Ordinance.

Section 4. This Ordinance shall take effect after final adoption and Publication as required by law.

Introduced: January 13, 2020

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

Public Hearing: February 3, 2020

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

Public Hearing

Mayor Green read the Ordinance

Mayor Green opened the floor to the public.

Walt Davis – 1 Franklin Avenue

Mr. Davis asked about the land use ordinance formats.

^ Mayor Green explained.

Motion to close the floor to the public: Councilman Knott, 2nd Councilman Jaxel

All in Favor: 6 yes votes

Motion to move Ordinance #2020-985: Councilman Burke, 2nd Councilwoman Corry-Gaft
Roll Call: 6 yes votes

RESOLUTION NUMBER 2020-45

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION OF THE BOROUGH OF PINE HILL
TO ADOPT A TEMPORARY CAPITAL BUDGET

WHEREAS, the need has arisen to introduce a capital ordinance to provide funds for the acquisition of various pieces of equipment and completion of various capital improvements prior to adoption of the 2020 Capital Budget, and;

WHEREAS, the regulations of the Local Finance Board (N.J.A.C. 5:30-4.3(b)) of the Division of Local Government Services, Department of Community Affairs requires that a municipality adopt a temporary capital budget if a capital ordinance is to be passed prior to adoption of the Annual Capital Budget,

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Pine Hill, County of Camden that:

Section 1. 2020 Temporary Capital Budget is hereby created for the following:

Road Reconstruction – West Sixth Avenue	\$450,000.00
Drainage Improvements – West Fourth Avenue	350,000.00
Acquisition of Police SUV Interceptors	180,000.00
Acquisition/Installation of Emergency Generators	300,000.00
Acquisition of Public Works Equipment	195,000.00
Acquisition of Emergency Management Equipment	50,000.00
Various Park and Recreational Field Improvements	75,000.00
Various Borough Hall Improvements	75,000.00

Section 2. The projects will be included in the adopted 2020 Capital Budget, and

Section 3. One certified copy shall be forwarded to the Director of the Division of Local Government Services immediately after passage.

BOROUGH OF PINE HILL:

BY: _____
CHRISTOPHER J. GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Patricia Hendricks certify the foregoing to be a true and correct copy of a Resolution duly adopted by the Borough Council of the Borough of Pine Hill at a meeting of said Council held on the 3rd day of February 2020.

Patricia Hendricks, Borough Clerk

Motion to move Resolution 2020-45: Councilman Burke, 2nd Councilman Warrington
Roll call: 6 yes votes

ORDINANCE NUMBER 2020-986

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

BOND ORDINANCE AUTHORIZING THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS AND THE ACQUISITION OF VARIOUS CAPITAL EQUIPMENT IN AND FOR THE BOROUGH OF PINE HILL, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$1,675,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF PINE HILL, COUNTY OF CAMDEN, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$1,591,250; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

BE IT ORDAINED by the Borough Council of the Borough of Pine Hill, County of Camden, New Jersey (not less than two-thirds of all the members thereof affirmatively concurring), pursuant to the

provisions of the Local Bond Law, Chapter 169 of the Laws of 1960 of the State of New Jersey, as amended and supplemented ("Local Bond Law"), as follows:

Section 1. The purposes described in Section 7 hereof are hereby authorized as general improvements to be made or acquired by the Borough of Pine Hill, County of Camden, New Jersey ("Borough").

Section 2. It is hereby found, determined and declared as follows:

- (a) the estimated amount to be raised by the Borough from all sources for the purposes stated in Section 7 hereof is \$1,675,000;
- (b) the estimated amount of bonds or bond anticipation notes to be issued for the purposes stated in Section 7 hereof is \$1,591,250; and
- (c) a down payment in the amount of \$83,750 for the purposes stated in Section 7 hereof is currently available in accordance with the requirements of Section 11 of the Local Bond Law, *N.J.S.A. 40A:2-11*.

Section 3. The sum of \$1,591,250, to be raised by the issuance of bonds or bond anticipation notes, together with the sum of \$83,750, which amount represents the required down payment, are hereby appropriated for the purposes stated in this bond ordinance ("Bond Ordinance").

Section 4. The issuance of negotiable bonds of the Borough in an amount not to exceed \$1,591,250 to finance the costs of the purposes described in Section 7 hereof is hereby authorized. Said bonds shall be sold in accordance with the requirements of the Local Bond Law.

Section 5. In order to temporarily finance the purposes described in Section 7 hereof, the issuance of bond anticipation notes of the Borough in an amount not to exceed \$1,591,250 is hereby authorized. Pursuant to the Local Bond Law, the Chief Financial Officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver the same to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their date to delivery thereof. The Chief Financial Officer is hereby directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this Bond Ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 6. The amount of the proceeds of the obligations authorized by this Bond Ordinance which may be used for the payment of interest on such obligations, accounting, engineering, legal fees and other items as provided in Section 20 of the Local Bond Law, *N.J.S.A. 40A:2-20*, shall not exceed the sum of \$325,000.

Section 7. The improvements hereby authorized and the purposes for which said obligations are to be issued; the estimated costs of each said purpose; the amount of down payment for each said purpose; the maximum amount obligations to be issued for each said purpose and the period of usefulness of each said purpose within the limitations of the Local Bond Law are as follows:

	<u>Purpose/Improvement</u>	<u>Estimated Total Cost</u>	<u>Down Payment</u>	<u>Amount of Obligations</u>	<u>Period of Usefulne ss</u>
A	Various Improvements to Borough Buildings and Grounds including, but not limited to, the Acquisition and Installation of Emergency Generators at Various Locations, together with the acquisition of all materials and equipment, and completion of all work necessary therefor or related thereto	\$375,000	\$18,750	\$356,250	15 years
B	Acquisition of Various Equipment for the Police Department including, but not limited to, SUV Interceptors, together with the acquisition of all materials and equipment, and completion of all work necessary therefor or related thereto	180,000	9,000	171,000	5 years
C	Reconstruction and/or Repaving and/or Drainage Improvements to Various Borough Roads including, but not limited to, West Fourth Avenue and West Sixth Avenue, together with the acquisition of all materials and equipment, and completion of all work necessary therefor or related thereto	800,000	40,000	760,000	10 years
D	Acquisition of Various Equipment for the Public Works Department including, but not limited to, Pick Up Trucks with Snow Plows, a Mini Excavator and a Stake Body Truck with Lift Tailgate, together with the acquisition of all materials and equipment, and completion of all work necessary therefor or related thereto	195,000	9,750	185,250	5 years
E.	Acquisition of Emergency Management Equipment including, but not limited to, portable light stands and generators; together with the acquisition of all materials and equipment, and completion of all work necessary therefor or related thereto	50,000	2,500	47,500	5 years
F.	Various Improvements to Borough Parks and Recreational Fields including, but not limited to, fencing and electronic signage; together with the acquisition of all materials and equipment, and completion of all work necessary therefor or related thereto	75,000	3,750	71,250	15 years

TOTAL	\$1,675,0	\$83,75	\$1,591,25
	00	0	0

Section 8. The average period of useful life of the several purposes for the financing of which this Bond ordinance authorizes the issuance of bonds or bond anticipation, notes, taking into consideration respective amounts of bonds or bond anticipation notes authorized for said several purposes, is not less than 10.07 years.

Section 9. Grants or other monies received from any governmental entity, other than those described in Section 7 above, if any, will be applied to the down payment of the obligations issued to finance the costs of the purposes described in Section 7 above.

Section 10. The supplemental debt statement provided for in Section 10 of the Local Bond Law, *N.J.S.A.* 40A:2-10, was duly filed in the office of the Clerk prior to the passage of this Bond Ordinance on first reading and a complete executed duplicate original thereof has been filed in the Office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. The supplemental debt statement shows that the gross debt of the Borough, as defined in Section 43 of the Local Bond Law, *N.J.S.A.* 40A:2-43, is increased by this Bond Ordinance by \$1,591,250 and that the obligations authorized by this Bond Ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 11. The full faith and credit of the Borough are irrevocably pledged to the punctual payment of the principal of and interest on the bonds or bond anticipation notes authorized by this Bond Ordinance, and to the extent payment is not otherwise provided, the Borough shall levy *ad valorem* taxes on all taxable real property without limitation as to rate or amount for the payment thereof.

Section 12. The applicable Capital Budget of the Borough is hereby amended to conform with the provisions of this Bond Ordinance to the extent of any inconsistency therewith, and the resolution promulgated by the Local Finance Board showing full detail of the amended applicable Capital Budget and Capital Program as approved by the Director of the Division of Local Government Services, is on file with the Clerk and available for inspection.

Section 13. The Borough hereby declares its intent to reimburse itself from the proceeds of the bonds or bond anticipation notes authorized by this Bond Ordinance pursuant to Income Tax Regulation Section 1.150-2(e), promulgated under the Internal Revenue Code of 1986, as amended ("Code"), for "original expenditures", as defined in Income Tax Regulation Section 1.150-2(c)(2), made by the Borough prior to the issuance of such bonds or bond anticipation notes.

Section 14. The Borough hereby covenants as follows:

(a) it shall take all actions necessary to ensure that the interest paid on the bonds or bond anticipation notes authorized by the Bond Ordinance is exempt from the gross income of the owners thereof for federal income taxation purposes, and will not become a specific item of tax preference pursuant to Section 57(a)(5) of the Code;

(b) it will not make any use of the proceeds of the bonds or bond anticipation notes or do or suffer any other action that would cause the bonds or bond anticipation notes to be "arbitrage bonds" as such term is defined in Section 148(a) of the Code and the Regulations promulgated thereunder;

(c) it shall calculate or cause to be calculated and pay, when due, the rebatable arbitrage with respect to the "gross proceeds" (as such term is used in Section 148(f) of the Code) of the bonds or bond anticipation notes;

(d) it shall timely file with the Ogden, Utah Service Center of the Internal Revenue Service, such information report or reports as may be required by Sections 148(f) and 149(e) of the Code; and

(e) it shall take no action that would cause the bonds or bond anticipation notes to be "federally guaranteed" within the meaning of Section 149(b) of the Code.

Section 15. The improvements authorized hereby are not current expenses and are improvements that the Borough may lawfully make. No part of the cost of the improvements authorized hereby has been or shall be specially assessed on any property specially benefited thereby.

Section 16. All ordinances, or parts of ordinances, inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 17. In accordance with the Local Bond Law, this Bond Ordinance shall take effect twenty (20) days after the first publication thereof after final passage.

Introduction: February 3, 2020

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

Public Hearing: March 2, 2020

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES						
ABSTAIN						
NO						
ABSENT						

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

Motion to move Ordinance 2020-986: Councilman Knott, 2nd Councilman Robb
Roll call: 6 yes votes

RESOLUTION NUMBER 2020-46

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION FOR REMOVING PROPERTY MAINTENANCE LIENS FROM
48 WEST CLEARVIEW AVENUE

WHEREAS, the Borough of Pine Hill placed three property maintenance liens on 48 West Clearview Avenue due to high grass and weeds; and

WHEREAS, due to a mistake on notifying the proper property owner(s) with respect to the Borough's intention to cut the grass and weeds on the property two liens need to be removed as improperly placed, said liens as identified on Resolution 2018-197 and Resolution 2019-123,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Counsel of the Borough of Pine Hill, County of Camden, State of New Jersey, that for the reasons set forth herein above it hereby removes the liens established for property maintenance on 48 West Clearview Avenue as identified in the above captioned Resolutions.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon adoption and this

BOROUGH OF PINE HILL:

BY: _____
CHRISTOPHER J. GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Patricia Hendricks certify the foregoing to be a true and correct copy of a Resolution duly adopted by the Borough Council of the Borough of Pine Hill at a meeting of said Council held on the 3rd day of February 2020.

Patricia Hendricks, Borough Clerk

Motion to move Resolution 2020-46: Councilman Knott, 2nd Councilwoman Corry-Gaft
Roll call: 6 yes votes

RESOLUTION NUMBER 2020-47

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION OF THE BOROUGH OF PINE HILL ADOPTING A DOMESTIC
VIOLENCE POLICY FOR PUBLIC EMPLOYERS AND DESIGNATING A
PRIMARY AND SECONDARY HRO

WHEREAS, the New Jersey Legislature enacted the Domestic Violence Policy Act For Public Employers which requires all public employers to adopt a written policy concerning the reporting and handling of domestic violence matters; and

WHEREAS, as required by the Act, the Civil Service Commission has developed a uniform domestic violence policy to be implemented by all public employers; and

WHEREAS, the Act also requires that a primary and secondary HRO (Human Resource/Personnel Officer) be designated to be the contact person within the organization when a

request is made for assistance by an employee, which HRO's are required to receive specific identified training to respond to an employee requesting assistance; and

WHEREAS, the Borough of Pine Hill as required by the Act has prepared its Domestic Violence Policy for adoption, which Policy is 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 for the reasons set forth hereinabove it hereby adopts the attached Domestic Violence Policy.

BE IT FURTHER RESOLVED that John Greer is hereby designated as the primary HRO and Patricia Hendricks is hereby designated as the secondary HRO as required by the Act.

BE IT FURTHER RESOLVED that all employees as defined by the Act shall be provided a copy of this Policy so each is aware of the manner to report a domestic violence incident and how it will be handled.

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

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER J. GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Patricia Hendricks, 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 3rd day of February 2020 at the Borough Municipal Building.

Patricia Hendricks, Borough Clerk

Motion to move Resolution 2020-47: Councilman Robb, 2nd Councilman Knott
Roll call: 6 yes votes

RESOLUTION NUMBER 2020-48

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION OF THE BOROUGH OF PINE HILL REVISING
AND UPDATING PERSONNEL POLICIES

WHEREAS, the Borough of Pine Hill Borough is currently a member of the Municipal Excess Liability Joint Insurance Fund (MEL); and

WHEREAS, the Borough of Pine Hill is one the (MEL's) 95% of members who are eligible for lower deductibles as a result of having adopted the MEL's model employment practices risk control program; and

WHEREAS, the MEL's Fund Personnel Policies Committee ("Committee") convened to consider changes to the Model Personnel Policies and Procedures ("Manual") for the 2020 Policy Year (Addition of a "*Right-to-Know Hazard Communications Plan*", "*Domestic Violence Policy for Public Employees*" and "*Commercial Driver's License Drug and Alcohol Clearinghouse Policy*"; and

WHEREAS, in order to be eligible to maintain current deductibles and co-pay, members must be in compliance with the Employment Practices Liability Program.

WHEREAS, the proposed updated personnel policies attached hereto and incorporated by reference herein for inclusion in the personnel policies manual and employee handbook have been reviewed by the Borough Counsel for approval.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the of Borough of Pine Hill, County of Camden, that for the reasons set forth above, it hereby approves the updated personnel policies for inclusion in the personnel policies manual and employee handbook;

BE IT FURTHER RESOLVED, that any existing personnel policies contrary to, or inconsistent with, the updated personnel policies are repealed and of no further force or effect;

BE IT FURTHER RESOLVED; that this Resolution and the update personnel policies attached

hereto shall take effect immediately upon adoption.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER J. GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Patricia Hendricks, 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 3rd day of February 2020 at the Borough Municipal Building.

Patricia Hendricks, Borough Clerk

Motion to move Resolution 2020-48: Councilman Knott, 2nd Councilman Warrington
Roll call: 6 yes votes

RESOLUTION NUMBER 2020-49

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION OF THE BOROUGH OF PINE HILL APPROVING
CHANGE ORDER NUMBER 1 - FINAL FOR THE FY 2018 NJDOT RECONSTRUCTION OF 7TH
AVENUE IN THE DECREASED AMOUNT OF \$27,799.39

WHEREAS, the Borough of Pine Hill previously entered into a Contract with Asphalt Paving Systems, Inc. for the Reconstruction of 7th Avenue; and

WHEREAS, Remington and Vernick as the Borough Engineer has negotiated a Change Order on said Contract decreasing the amount to be paid by \$27,799.39 in accordance with said Change Order 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 based on the recommendations of the Borough Engineer, it hereby approves the Change Order with Asphalt Paving Systems, Inc. decreasing the amount of the Contract for Reconstruction of 7th Avenue by \$27,799.39.

BE IT FURTHER RESOLVED that this Resolution and Change Order shall serve as an official Amendment to the Contract for this Project.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Patricia Hendricks certify the foregoing to be a true and correct copy of a Resolution duly adopted by the Borough Council of the Borough of Pine Hill at a meeting of said Council held on the 3rd day of February 2020.

Patricia Hendricks, Borough Clerk

Motion to move Resolution 2020-49: Councilwoman Corry-Gaft, 2nd Councilman Knott
Roll call: 6 yes votes

RESOLUTION NUMBER 2020-50

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION CERTIFYING REVIEW OF ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year ending December 31, 2018 has been filed by a Registered Municipal Accountant with the Borough Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Findings and Questioned Costs" or "Findings and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Findings and Questioned Costs" or "Findings and Recommendations", as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - A local officer or member of a local governing body who, after a date

fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his/her office."

NOW, THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Pine Hill, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Patricia Hendricks certify the foregoing to be a true and correct copy of a Resolution duly adopted by the Borough Council of the Borough of Pine Hill at a meeting of said Council held on the 3rd of February 2020.

Patricia Hendricks, Borough Clerk

Motion to move Resolution 2020-50: Councilman Warrington, 2nd Councilman Burke
Roll call: 6 yes votes

RESOLUTION NUMBER 2020-51

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION APPROVING THE CORRECTIVE ACTION PLANS

BE IT RESOLVED, by the Borough Council of the Borough of Pine Hill, Camden County that:

WHEREAS, the 2018 Annual Audit of the Borough of Pine Hill, conducted by Bowman and Company, contained certain recommendation requiring action; and

WHEREAS, these recommendations have been reviewed by the Borough's Chief Financial Officer; and

WHEREAS, the Chief Financial Officer, in accordance with the requirements promulgated by the New Jersey Division of Local Government Services, has developed a plan to address the recommendations listed by the auditor;

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Pine Hill that the Corrective Action Plans for the 2018 Annual Municipal Audit, hereto attached, is hereby approved and accepted; and

BE IT FUTHER RESOLVED, that the Borough Clerk is hereby directed to transmit a certified copy of this resolution and its attachments to the New Jersey Division of Local Government Services.

This Resolution was adopted at a meeting of the Borough of Council on February 3, 2020 and shall take effect immediately.

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Patricia Hendricks certify the foregoing to be a true and correct copy of a Resolution duly adopted by the Borough Council of the Borough of Pine Hill at a meeting of said Council held on the 3rd of February 2020.

Patricia Hendricks, Borough Clerk

Motion to move Resolution 2020-51: Councilman Robb, 2nd Councilman Knott
Roll call: 6 yes votes

RESOLUTION NUMBER 2020-52

BOROUGH OF PINE HILL
COUNTY OF CAMDEN

RESOLUTION OF THE BOROUGH OF PINE HILL APPOINTING A
MAINTENANCE II WORKER

WHEREAS, the Borough of Pine Hill has completed a candidate selection process for the position of Maintenance Worker; and

WHEREAS, it has been determined that Steven V. Rabchuk is the most qualified candidate to be appointed to this position.

WHEREAS, an offer letter has been provided subject to appointment of Borough Council and appropriate drug and alcohol test, pre-employment physical and background check and any other conditions indicated in the offer letter.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Pine Hill, in the County of Camden, State of New Jersey, that it hereby authorizes the appointment of Steven V. Rabchuk as a Maintenance Worker for the Pine Hill Borough.

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

BOROUGH OF PINE HILL

BY: _____
CHRISTOPHER GREEN, MAYOR

ATTEST:

PATRICIA HENDRICKS, BOROUGH CLERK

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Patricia Hendricks certify the foregoing to be a true and correct copy of a Resolution duly adopted by the Borough Council of the Borough of Pine Hill at a meeting of said Council held on the 3rd day of February 2020.

Patricia Hendricks, Borough Clerk

Motion to move Resolution 2020-52: Councilman Knott, 2nd Councilman Burke
Roll call: 6 yes votes

Mayor Green opened the floor to the public.

Walt Davis – 1 Franklin Avenue

Mr. Davis asked about Resolution 2020-48 relating to personnel policies.

Mayor Green responded.

Mr. Davis asked about Resolution 2020-52 relating to appointing a Maintenance II Worker.

Mayor Green responded.

Mr. Davis asked about some positions on the salary ordinance.

Mayor Green responded.

Mr. Davis asked if the Borough solicitor was an employee.

Mayor Green and Mr. Patterson explained.

Motion to close the floor to the public: Councilman Warrington, 2nd Councilman Burke

All in Favor: 6 yes votes

RESOLUTION NUMBER 2020-53

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. 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: Litigation

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:

PATRICIA HENDRICKS, BOROUGH CLERK

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

CERTIFICATION

I, Patricia Hendricks, 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 3rd day of February 2020 at the Borough Municipal Building.

Patricia Hendricks, Borough Clerk

Motion to move Resolution 2020-53: Councilwoman Corry-Gaft, 2nd Councilman Knott
All in Favor: 6 yes votes

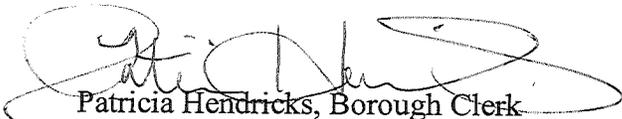
Closed Session began at 7:50pm:
Closed Session ended at 8:52pm:

Roll Call Vote to return into open session
Roll Call: 6 yes votes

Mayor Green reported that there were no final decisions made in closed session.

The meeting adjourned at 8:53 pm.

Respectfully Submitted,


Patricia Hendricks, Borough Clerk