

**BOROUGH OF PALMYRA  
MINUTES-October 21, 2013**

**CALL TO ORDER.**

**PLEDGE OF ALLIGIANCE.**

**MOMEMT OF SILENCE.**

**ROLL CALL:**

**Present:** Mayor Scheffler, President Dorworth, Ms. Dobbs, Mrs. Riener, Mr. Bostock  
(arrived 7:10) Mrs. Ragomo Tait, Mr. Norcross.  
**Absent:** None.

**OPEN PUBLIC MEETINGS STATEMENT**

Public Notice of this meeting pursuant to the Open Public Meetings Act has been given by the Borough Clerk in the following manner:

- A. Posting written notice on the official bulletin board at the Palmyra Borough Hall on January 7, 2013.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 7, 2013.
- C. Notice to All Council Members.

**APPROVAL OF MINUTES.** Mr. Norcross made a motion to approve the minutes from October 7, 2013, Mrs. Tait second the motion. At the call of the roll, the vote was:

**AYES:** Mrs. Dobbs, Mrs. Riener, Mr. Bostock, Mrs. Ragomo Tait, Mr. Norcross.

**NAYES:** None.

**ABSTAIN:** President Dorworth.

**PRESENTATION.**

A. Recognition of Tom Campbell and K9 Partner Angus. Chief Pearlman explained that Angus who was original Palmyra's K-9 officer has passed away and that the police department would like to honor him for his excellent service to Palmyra and Evesham. Chief Pearlman discussed that Palmyra had three different teams of K-9 officers. Angus started with Palmyra in 2002 before going with Sgt. Campbell to Evesham Township. Chief Pearlman presented Sgt. Campbell with a plaque honoring Angus for his dedicated duty. Retired Chief Dreby thanked Sgt.

Campbell for his years of service with Angus and that he understands the connection between an officer and the K-9 dogs. Chief Pearlman announced that Sgt. Campbell had just been promoted to Sgt. this month. Sgt. Campbell expressed his gratitude and appreciation for honoring Angus and that he feels honor to have been partner with Angus. Angus was gentle with children, but knew how to be aggressive when he was needed.

#### APPOINTMENTS TO THE POLICE DEPARTMENT.

A. Resolution 2013-226, Resolution Appointing Scott Snow A Patrolman For The Borough Of Palmyra Police Department. Mayor Scheffler explained that Patrolman Scott Snow has completed his probation period with the police department and this resolution will make him a permanent member of the Palmyra Police Department. President Dorworth made a motion to approve the resolution, Ms. Dobbs second the motion. At the call of the roll, the vote was:

AYES: President Dorworth, Ms. Dobbs, Mrs. Riener, Mr. Bostock, Mrs. Tait, Mr. Norcross.

NAYES: None.

B. Resolution 2013-227, Resolution Appointing Jeremy Jankowski A Patrolman For The Borough Of Palmyra Police Department. Mr. Norcross made a motion to approve the resolution, President Dorworth second the motion. At the call of the roll, the vote was:

AYES: President Dorworth, Ms. Dobbs, Mrs. Riener, Mr. Bostock, Mrs. Tait, Mr. Norcross.

NAYES: None.

Mr. Rosenberg swore in Patrolman Jankowski has a patrolman of the Palmyra Police Department.

#### CORRESPONDENCE.

A. Thank you from Willow Shores for Support Of JDRF. Mayor Scheffler read a thank you for the Borough allowing the sale of hoagies at the band shell during the annual town wide yard sale to raise funds for the JDRF association.

B. Cinnaminson Township-Shared Services Agreement Letter (gasoline). President Dorworth made a motion to continue the shared service agreement with Cinnaminson, Mr. Norcross second the motion. All members present voted in favor of the motion.

C. Department of Transportation-Morgan and Highland Avenue. Mr. Kirchner-Environmental Resolutions explained that the DOT has reviewed the request about the light and crosswalk at Morgan and Highland. Their response was that they agree that the light should be fully operational automatic operations. The state will not contribute towards the cost of implanting any changes. Mr. Kirchner discussed that the County and NJ Transit have discussed implanting any changes recommend by the DOT and that he will reach out to the agencies to set up a meeting for a game plan. Mrs. Riener inquired if the Borough will have to pay any of the cost. Mr. Norcross inquired about what cost there would be since the light is already in place. Mr. Kirchner explained that due to changes in the law the light will have to be upgrade to current standards before full function. Burlington County has indicated in previous meetings that they would probably be the largest source of funding in the project. Mrs. Ragomo Tait inquired if the calming study would be of any assistance in the funding. Mr. Kirchner explained that the traffic calming study currently has no funding and it would be a separate entity.

D. Community Center Committee. Mayor Scheffler thanked all of the community center committee members who have placed a lot of effort into getting the organization up and running. Mayor Scheffler introduced the members of the committee: Geneva Di Taranto-President, Gina Tait-Vice President, Mindie Weiner-Treasurer, Judy Belton-Secretary, Clarence Belton, Homer

Bruno, Ed Kearney, Eric Pfeiffer. Mrs. Di Taranto discussed that the committee has been working on their goals and by-laws for the last few months. The purpose of the Board is to develop, promote and manage a variety of programs for the Palmyra Community Center. The main goals are bringing organizational structure, direction, leadership and management to the process, create awareness in the community and determining what programs to introduce and funding. Mrs. Di Taranto explained that as a 501c non-profit the committee will be able to apply for grant money. The committee will also have insurance coverage. Mrs. Di Taranto explained that it is important to have good structure as well as standing committees. They have reviewed programs and targeted groups and hope to partner with other groups as well. The committee would like to send out a survey to all residents to make them part of the process. There will be a report given to council every month to keep them inform as well as a website and email blast. The committee is requesting \$5,000. for their expenses till April of 2014. Mayor Scheffler thanked Mrs. Di Taranto for the presentation and that it was very informative. President Dorworth made a motion to allocate the \$5,000 to the committee, Ms. Dobbs second the motion. At the call of the roll, the vote was:

AYES: President Dorworth, Ms. Dobbs, Mrs. Riener, Mr. Bostock, Mr. Norcross.

NAYES: None.

ABSTAIN: Mrs. Ragomo Tait.

#### **ORDINANCES ON SECOND READING. (public hearing).**

A. **Ordinances 2013-27, An Ordinance Repealing The BID (Business Improvement District).** Mr. Norcross made a motion to open the ordinance for a public hearing, President Dorworth second the motion. All members present voted in favor of the motion. No one from the public wishing to be heard, Ms. Dobbs made a motion to close the public portion. All members present voted in favor of the motion. Mr. Norcross made a motion to adopt the ordinance on second and final reading, Mrs. Riener second the motion. At the call of the roll, the vote was:

AYES: President Dorworth, Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mr. Norcross.

NAYES: None.

ABSTAIN: Mr. Bostock.

B. **Ordinance 2013-28, An Ordinance Further Amending Ordinance 2013-17, An Ordinance Of The Borough Of Palmyra Requiring The Issuance Of A Certificate Of Occupancy Upon The Sale Of Any Residential Property And Ordinance 2013-25 Which Amended Same.** Mayor Scheffler explained that the ordinance had been sent to the Burlington County Realtors for their comments and that the Borough has not heard back from them as of this evening. Mr. Rosenberg discussed that council needs to decide on the number of days to extend the certificate of occupancy in the ordinance. Borough Council discussed using 90 days as the amount of time. Mayor Scheffler announced that the ordinance and public hearing will be continued until the November 4<sup>th</sup> meeting so that the Borough can reach out again to the Burlington County Realtors Association.

**NEW BUSINESS. Consent Agenda-** Items A-K will be enacted as a single motion, if any resolution needs additional discussion it will be removed from the consent agenda and voted on separately. Mr. Norcross made a motion to approve the consent agenda, Ms. Dobbs second the motion. At the call of the roll, the vote was:

AYES: President Dorworth, Ms. Dobbs, Mrs. Riener, Mr. Bostock, Mrs. Ragomo Tait, Mr. Norcross.

NAYES: None.

- A. Resolution 2013-222, Resolution Cancelling Outstanding Checks On The Financial Records Of The Borough Of Palmyra.
- B. Resolution 2013-223, Resolution To Close Borough Of Palmyra Recreation Bank Account.
- C. Resolution 2013-224, Resolution Requesting Approval Of Items Of Revenue And Appropriation N.J.S.A. 40A: 4-87 Chapter 159: DVRPC-Traffic Calming Grant.
- D. Resolution 2013-225, Resolution Appointing Crossing Guards For The Borough Of Palmyra.
- E. Resolution 2013-228, Resolution Transferring Equipment To The Burlington County Sheriff's Department.
- F. Resolution 2013-229, Resolution Approving The Payment Of Bills For September, 2013 In The Amount Of \$259,256.89.
- G. Resolution 2013-230, Resolution Amending Curfew Hours To 10pm For October 26.
- H. Resolution 2013-231, Resolution Awarding Contract To Environmental Resolutions For The Korman Pump Station And Sludge System Improvements In the Amount Of \$75,000 Per Revised Proposal For Additional Engineering Services Date October 3, 2013.
- I. Resolution 2013-232, Resolution Awarding A Contract To Municipal Maintenance Company For Supply And Installation Of A New VFD Blower And The Relocation Of The Blower Drive At The Sewer Treatment Plant In The Amount Of \$10,940.00.
- J. Resolution 2013-233, Resolution Awarding A Contract To Municipal Maintenance Company For The Supply And Installation Of A Remote Control For VFD #2 In The Main Control Cabinet At The Sewer Treatment Plant In The Amount Of \$1890.00.
- K. Resolution 2013-234, Resolution Authorizing the Borough of Palmyra To Advertise For And Receive Bids for Sludge Thickening/Odor Control For Sewer Treatment Plant Which Bid Includes Specifications For Proprietary Products.
- L. Approval of Treasurer's Report-September, 2013. President Dorworth made a motion to approve the treasurer's report, Mr. Norcross second the motion. All members present voted in favor of the motion.

#### **COMMITTEE REPORTS.**

Charles Street-Mayor Scheffler explained that a letter went out to the residents on Charles Street about work starting soon near the area of the school. Due to extra signage that will be needed for traffic control and parents dropping off their children, the project will not start till the spring. There will need to be parking arrangements made also for residents who do not have a driveway. Mr. Norcross-Parks and Playgrounds- reported that the football season is completed at the end of the month and that soccer will be ending soon also. The winter soccer will be starting in November. Ms. Kane-Student Representative-reported that the Interact Club will be participating in a Breast Cancer Walk.

Mrs. Ragomo Tait-Public Events-reported that the Halloween Parade is on October 30 at 7pm starting in Riverton, October 26 at 10pm is the Rocky Horror Picture Show at the band shell.

Mrs. Riener-Shade Tree-Construction-reported that she has received the reports from the Shade Tree Committee and that they had 88 volunteer hours and 110 volunteer hours for the month of August and September. Mrs. Riener discussed that Mrs. Kilmer and Mr. Austin are doing a good job with code enforcement. Mayor Scheffler reported that trees were delivered and planted in thanks to the shade tree committee.

Ms. Dobbs-sewer/public works-reported that all of council received a copy of the report and that it is on file with the Borough Clerk. Brush collection has ended and leave pick up will start in November. Ms. Dobbs informed council that Vanessa Flournoy of Palmyra has passed away and her services are on Thursday.

President Dorworth-Public Safety reported that the police department report is on file and thanked the Chief and the Police Department for their proactive investigations. President Dorworth reminded everyone to keep an eye out for all of the children on Halloween who will be out trick or treating and to call the police if someone sees something out of the ordinary.

**ADMINISTRATOR REPORT.**

Mr. Gural reported that there have been discussions about residential driveways as part of the Charles Street project. The resident would have to apply for a zoning permit to make sure that there is room for a driveway and as part of the project driveway aprons would be completed at the curb for future use by the resident. Mrs. Riener inquired if Parry Avenue project would be completed by Mischief night-October 30. Mr. Gural replied that it is scheduled to be completed.

**PUBLIC COMMENTS.** Mr. Norcross made a motion to open the meeting to the public, Mr. Bostock second the motion. All members present voted in favor of the motion.

Mr. Clarke-Columbia Avenue inquired if audible signal has been considered for the crossing at Morgan and Highland. Mayor Scheffler requested that Mr. Kirchner review the request with the County and NJ Transit. Mr. Gural requested that Mr. Clark send in a letter stating the reason for the request and that it will help with the request to the County. President Dorworth discussed that the traffic devices are dedicated by set standards. Chief Pearlman explained that he will also reach out to the County and NJ Transit since it is a county intersection.

Mrs. Beck-East Charles explained that she did not see on the website any minutes that listed the reason for the letters to residents of Charles Street about sidewalk repairs being needed. Mayor Scheffler explained that the letters were sent out as part of the Boroughs code enforcement program due to the Burlington County Joint Insurance Fund program and that no tickets were given, just an advisory letter. Mrs. Beck inquired as to what type of work is being done on Charles Street and what section. Mayor Scheffler replied that the project that was awarded will be for work near the Charles Street School to fix the grading, dips and sidewalks. There is about a four block section and that the borough engineers prepare a list showing what roadways are in need of repair first. The list is used when applying for grants to complete the work. Mrs. Beck discussed that Charles Street is part of the Safe Route to schools program and that the Borough should apply for the grants to complete the sidewalk work. Mayor Scheffler explained that the Borough has applied for grants to get the pedestrian crossing at Charles and Cinnaminson and that the Borough never received any grant money for it from Safe Street To Schools. Mrs. Beck inquired about the light at Cinnaminson Avenue and Charles Street and when the work will be done. Chief Pearlman replied that Burlington County is doing the work and they should be starting in the next few weeks. The County has already awarded the work and the mark outs are being completed. Mrs. Beck inquired if the children will have to be rerouted to walk to the school. Chief Pearlman replied that he will monitor the situation and let the school know of any changes. Mrs. Beck inquired as to why one side of her street had new sidewalks and what was the process for the sidewalk violations, who is responsible if the trees push up the sidewalk and also who is responsible for the removable of the tree roots. Mayor Scheffler explained that trees and sidewalks are an ongoing issue. The sidewalk complaints are throughout the entire borough. If a tree needs to be removed, the owner of the property files a notice with the shade tree committee and they review the tree to see if it is dead or in danger of falling. The roots of a tree are also part of the shade tree committee's review. Mrs. Beck inquired as to who pays for the removal of the tree and the roots. Mayor Scheffler explained that if the tree is dead the Borough will remove the tree, but the homeowner is responsible for the maintenance of the sidewalks and the roots. Mrs. Beck discussed that she understands that the sidewalk issue is only because of a couple of residents that use public transportation and are concerned about the condition of the sidewalks. Mayor Scheffler explained that sidewalks are

regulated by ordinances and codes of the Borough and that they have been neglected for sometime. Mrs. Beck explained that her section of Charles Street is a mess and that the water company did some work and has not repaired the street.

Ms. Veitenheimer-Rowland Street- inquired about the house on the corner of Cinnaminson and Charles Street and that the sidewalk has been broken for several years. Mayor Scheffler replied that the Borough will be going throughout the Borough and notifying everyone in need of repairs about their sidewalks. Ms. Veitenheimer discussed that some homeowners get their sidewalks repaired by the Borough and others have to pay for it. Mayor Scheffler explained that the homeowner is responsible for their sidewalk, but when the Borough does a road project they attempt to repair the sidewalks as well. Ms. Veitenheimer explained that a supervisor of the water work as well as the Borough's sewer department has been out to look at the street due to the water company's work and that they would do the repair work this fall. Mr. Gural explained that the water company is now working on Garfield Avenue as part of a county wide project. Ms. Veitenheimer inquired if all of the ordinances passed by council could be placed on the website. Mr. Gural replied that a summary of the ordinances are on the website, but that he will review about having the completed ordinance placed.

No one else from the public wishing to be heard, President Dorworth made a motion to close the public portion, Mrs. Ragomo Tait second the motion. All members present voted in favor of the motion.

**Adjournment.** Ms. Dobbs made a motion to adjourn at 8:30 pm, Mr. Norcross second the motion. All members present voted in favor of the motion.