

BOROUGH OF PALMYRA MINUTES-October 9, 2012

CALL TO ORDER

ROLL CALL:

Present: Mayor Scheffler, President Brahl, Mrs. Dobbs, Mrs. Riener, Mr. Dorworth, Mr. Bostock, Mr. Norcross and Ms. Kane (student representative).

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 12, 2012.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 12, 2012.
- C. Notice to All Council Members.

POLICE DEPARTMENT.

A. Promotions-Sergeant Megan Campbell to Lieutenant, Patrol Officer Timothy Leusner to Patrol Sergeant. Chief Pearlman expressed his gratitude to the Mayor and Borough Council for their support of the police department. The department has been shorthanded since 2010 with many retirements taking place. Chief Pearlman explained that testing for the promotions took place earlier in the year and that after discussions with the Public Safety Committee, he is recommending Sergeant Megan Campbell be promoted to Lieutenant and Patrol Officer Timothy Leusner be promoted to Sergeant. Sergeant Campbell has been with the Borough for ten years and placed number one in the Lieutenants exam. Mr. Rosenberg swore in Megan Campbell as a Lieutenant, her husband held the Bible for her. Patrol Officer Leusner has been a patrolman since 1999 and passed the test for sergeant in December 2010. Mr. Rosenberg swore in Timothy Leusner to the position of Sergeant, his sons held the Bible.

B. Resolution 2012-213, Resolution Approving Marc Murphy and Scott Snow as Patrol Officer Effective October 24, 2012. Marc Murphy is a graduate of the Burlington County Police Academy Alternative Routes Program and has a Bachelor of Science Degree. Scott Snow is a graduate of the Gloucester County SLEO II Academy and has an Associate's Degree from Burlington County Community College. Ms. Dobbs made a motion to approve the resolution of hiring, Mrs. Riener second the motion. All members present voted in favor of the motion. Mr. Rosenberg swore in March Murphy and Scott Snow.

C. Resolution 2012-214, Resolution Appointing Class II Officers-Arek Aragil and Scott Breland effective October 24, 2012. Arek Aragil is attending Kean University for a Bachelors degree in criminal justice and has worked for the North Wildwood Police Department as a SLEO II. Scott Breland has a Bachelors Degree in criminal justice and attended the Cape May County SLEO II Academy. He also worked as a Special Officer in North Wildwood. President Brahl made a motion to approve the resolution of hiring, Ms. Dobbs second the motion. All members present voted in favor of the motion. Mr. Rosenberg swore Arek Aragil and Scott Breland. Mayor Scheffler thanked all the officers of the department and Chief Pearlman for their extra efforts while the department was shorthanded the last few years.

COORESPONDENCE.

A. PROCLAMATION- Put The Brakes On Fatalities Day-October 10, 2012. This is an annual proclamation requesting that all residents be mindful of traffic and fatalities that occur during the year. Mayor Scheffler read the proclamation.

B. PROCLAMATION-Mike Garrigues. Mayor Scheffler read a proclamation for Mike Garrigues who helped saved a young child life at Kill Devil Hills in North Carolina. Mr. Garrigues explained that he is a 1992 graduation of Palmyra High School and that he hopes everyone remembers the importance of CPR training and that the training seems to stay with you forever.

APPROVAL OF MINUTES. Mr. Norcross made a motion to approve the minutes from October 9, 2012, Mr. Dorworth second the motion. All members present voted in favor of the motion. Mr. Bostock abstained from the vote.

ORDINANCES ON SECOND READING. (public hearing).

A. Ordinance 2012-27, An Ordinance Of The Borough Of Palmyra Repealing Ordinance 2010-26 Creating A Special Improvement District For The Borough Of Palmyra. Mayor Scheffler discussed that this ordinance will be held again until the final audit and figures are in for the BID. the ordinance cannot be carried over till the next year, so if there is no action by December meeting, the ordinance will be reintroduced next year. Mr. Dorworth opened the ordinance for a public hearing, Mr. Norcross second the motion. All members present voted in favor of the motion, Mr. Bostock abstained from the vote. No one wishing to be heard, Mr. Dorworth made a motion to close the public portion, Mr. Norcross second the motion. All members present voted in favor of the motion, Mr. Bostock abstained from the motion. The ordinance will he held till the November 13th, meeting.

B. Ordinance 2012-33, An Ordinance Amending Chapter 197 Of The Code Of The Borough Of Palmyra. (peddler, solicitor). Mr. Rosenberg requested that this ordinance be held until the November 13th meeting, so that he can meet with Chief Pearlman on the outstanding issues. Ms. Dobbs made a motion to open the ordinance to the public, Mrs. Riener second the motion. All members present voted in favor of the motion.

Mrs. Veitenheimer-Rowland Street inquired if the ordinance would also include the college kids that sell the magazines? Mayor Scheffler replied that the ordinance is still being worked on by the Chief and Mr. Rosenberg and that they will review all of the situations that may arise. No one else wishing to be heard, President Brahl made a motion to close the public portion, Ms .Dobbs second the motion. All members present voted in favor of the motion. This ordinance was held till the November 13th meeting.

C. Ordinance 2012-34, An Ordinance Amending Ordinance 2010-10 Fee Schedule.(Notary

fees).Mrs. Riener made a motion to open the ordinance for a public hearing, Ms. Dobbs second the motion. All members present voted in favor of the motion. No one from the public wishing to be heard, President Brahl made a motion to close the public hearing, Mrs. Riener second the motion. All members present voted in favor of the motion. President Brahl made a motion to adopt the ordinance, Ms. Dobbs second the motion. At the call of the roll, the vote was:

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

NAYES: None. The ordinance was adopted on second and final reading and will take effect after publication according to law.

ORDINANCES ON FIRST READING

A. Ordinance 2012-35, Ordinance Amending The Code Of The Borough Of Palmyra Chapter 90 Vehicles And Traffic To Regulate Parking On Portions Of Morgan Avenue. Mayor Scheffler explained that this ordinance will help with the drop-off and pick-up of the small children for the Little Friends Daycare center. President Brahl made a motion to adopt the ordinance on first reading, Mr. Norcross second the motion. At the call of the roll, the vote was:

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

NAYES: None. The ordinance will be held on second and final reading at the council meeting of November 13th 2012.

B. Ordinance 2012-36, Ordinance To Regulate Unsafe Buildings, Dwellings and Structures. Mayor Scheffler explained that this ordinance will help the code enforcement officer and the borough to regulate abandon buildings and to help with the property maintenance of vacant buildings. Mr. Norcross made a motion to adopt the ordinance on first reading, Ms. Dobbs second the motion. At the call of the roll, the vote was:

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

NAYES: None. The ordinance will be held on second and final reading at the council meeting of November 13th, 2012.

C. Ordinance 2012-37, An Ordinance Amending Chapter 230 Of The Code Of The Borough Of Palmyra (yard waste, construction debris). Mr. Norcross made a motion to adopt the ordinance on first reading, Ms. Dobbs second the motion. At the call of the roll, the vote was:

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

NAYES: None. The ordinance will be held on second and final reading at the council meeting of November 13th, 2012.

D. Ordinance 2012-38, Ordinance Amending Chapter 237, Article VI Of The Code Of The Borough of Palmyra Regarding Sidewalks and Curb Construction. Mayor Scheffler discussed that there are numerous ordinances on the books and that the committee would like to have this ordinance reintroduced in the early part of 2013 so that everyone can have a chance to give their input.

E. Ordinance 2012-39, An Ordinance Amending Section 304(f) Of The Land Development Code Of The Borough Of Palmyra.(accessory buildings).Mayor Scheffler explained that this ordinance would amend some of the current language to allow the code enforcement officer and construction official to manage the accessory buildings on a property. President Brahl made a motion to adopt the ordinance on first reading, Mr. Norcross second the motion. At the call of the roll, the vote was:

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

NAYES: None. The ordinance will be held on second and final reading at the council meeting of November 13th, 2012.

RESOLUTIONS. Consent Agenda- Items A-Q 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. Mayor Scheffler read the resolutions into the record by title. President Brahl made a motion to approve the consent agenda, Mr. Norcross second the motion. At the call of the roll, the vote was:

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

NAYES: None.

A. **Resolution 2012-183**, Resolution Awarding Environmental Resolutions Inc. A Contract For Sanitary Sewer Service Flow-Based Rate Study & Conversion In The Amount Of \$9,000. Per Proposal.

B. **Resolution 2012-199**, Resolution Authorizing A Change Order For Bud Concrete For The ADA Ramps For A Reduction Of \$3,000.

C. **Resolution 2012- 200**, Resolution Authorizing Change Order #2 For Market Street Gateway Improvements For Federal Project #STP-B00S(899) For A Reduction of \$5,236.50.

D. **Resolution 2012-201**, Resolution Authorizing The Mayor To Sign A Shared Services Agreement Between The Borough Of Palmyra And Burlington County Board Of Freeholders For Snow Removal.

E. **Resolution 2012-202**, Resolution Consenting To The Proposed Water Quality Management Plan (WQM) Amendment Entitled: Burlington County Future Wastewater Services Act.

F. **Resolution 2012-203**, Resolution Of The Borough Of Palmyra, County Of Burlington In Support Of The Passage Of S108/A291 By The Legislature. (Megan's Law).

G. **Resolution 2012-204**, Resolution Awarding Contract For Police In-Car Camera Video To WatchGuard In The Amount Of \$51,566.

H. **Resolution 2012-205** , Resolution Appointing Marie Nagle As Deputy Registrar Until December 31, 2012

I. **Resolution 2012-206**, Resolution Amending The Borough of Palmyra Non-Uniformed Employee Handbook. (workers' comp.)

J. **Resolution 2012-207**, Resolution Authorizing The Placement Of Deaf Child Signs On Market And Kennedy Street.

K. **Resolution 2012-208**, Resolution Authorizing The Borough of Palmyra To Enter Into An Shared Service Agreement For The "Burlington County Riverline Task Force" Program.

L. **Resolution 2012-209**, Resolution In Support Of The Green Communities Community Forestry Grant.

M. **Resolution 2012-210**, Resolution Authorizing The Cancellation of Totally Disabled Veteran For Harry and Mary Rhea Locate At Block 153.19 Lot 3059 Tax Year 2012 And Thereafter And Refunding Taxes Paid.

N. **Resolution 2012-211**, Resolution Requesting Approval Of Items Of Revenue And Appropriations N.J.S.A. 40A: 4-87 Chapter 159.

O. **Resolution 2012-212**, Resolution Appointing Sub-Crossing Guard For The 2012 Year.

P. **Resolution 2012-215**, Resolution Approving Payment Of Bills.

Q. **Resolution 2012-216**, Resolution Awarding Engineering Services For The Korman Pump Station And Sludge System Improvements To Environmental Resolutions Inc. Not To Exceed \$51,500

R. **Approval of Treasurer's Report**, President Brahl made a motion to approve the

treasurer's report, Ms. Dobbs second the motion. All members present voted in favor of the motion.

ADMINISTRATOR REPORT. Mr. Gural request adding Resolution 2012-217, to the agenda. This resolution would allow the borough to submit a grant application with the NJ Department of Transportation for the Charles Street Reconstruction project. President Brahl made a motion to approve the resolution, Mr. Bostock second the motion. At the call of the roll, the vote was:

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

NAYES: None.

COMMITTEE REPORTS.

Police and Public Safety Committee. Mr. Dorworth discussed that the selection of the new officers and the promotions in the police department was a job well researched and completed. Chief Pearlman reported to council that a Nextel alert was sent out after a few incidents in the borough and Riverton with a gentleman and lewdness. The police departments have a description of the suspect and are looking to see if anyone has a tag number of the vehicle. Mr. Dorworth explained that the fire department is in need of replacing one of the trucks. They are gathering information for their specs for the vehicle. The current truck is about 20 years old and a new truck will cost about half a million dollars to purchase. The repairs on the old truck are becoming too costly and time consuming with the truck out of commission. Mr. Dorworth will keep council advised as the process for the new truck moves along.

Land Use, Shade Tree, Construction and Code Enforcement. Mrs. Riener reported that there was no land use meeting last month and that there are two items on the agenda for the October meeting. There has been an increase in code enforcement and zoning. The shade tree report was received with a total of 8 request last month for tree trimming or removal. There are still three request that are outstanding and a total of 46 volunteer hours were used.

Public works, Sewer Department and Board of Health. Ms. Dobbs reported that the Board of Health meets on the 4th Monday of each month in the community center. The new street sweeper is out on the street. The last brush pick up will be the week of October 22 and then leaf season will start. Leaf pick up will be the months of November and December. There will be an open house at the sewer plant on October 20th for the general public starting at 9am.

Finance Committee- President Brahl inquired if the reassessment has been completed. Mr. Gural replied that there are a few inspections left that are being handled by appointment only and that they will be finished by the end of the month.

Board of Education and BID- Mr. Bostock reported that he has not received any additional information about the 501c application. The Board of Education has hired a new superintendent for the district and a new principal at the high school.

Public Events. Mr. Norcross reported that the Halloween parade is on October 30th at 7pm. It will start at the Riverton school. Volunteers are needed for that night. The football field has been dedicated and the plaque is in place. The last field will be dedicate for all of the volunteers past and present. Mr. Norcross explained that he is working on the scoreboard for Legion Field and that the sports teams using the field have to clean up after themselves.

Mrs. Dobbs thanked Mrs. Butler for doing a voter registration in the area. Mr. Norcross reported that the school is also working on voter registration for the high school.

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

Mrs. Scott-Front Street discussed that the street sweeper has not swept Vine Street and that the cars should be removed before sweeping the street. Mr. Ryan will look into posting no parking signs the next time the sweeper is out on the street. Mr. Norcross discussed that Vine Street is dirty and that it is mostly rental properties whom do not care about the borough. Mrs. Scott discussed the improvements to Ethel Hardy Park and that there was a committee meeting before the construction and that the committee gave several suggestions to the borough. There was a need for a water fountain, electric outlets and a larger picnic area. Mrs. Scott discussed the condition of the fencing and the mulch. The fence has big holes in it and the mulch is covered in mold. There is no electric at the site and there is also broken glass at the playground. Mrs. Scott informed council that the grass seed is not the correct type and that it is not growing. There needs to be water hooked up for the grass. Mrs. Scott inquired where she could get the receipts for the equipment that was purchased for the park. Mr. Gural explained that there was only one grant for the park used and that the first time the bids came in at \$20,000 above budget. The grant came from the county for the park and the borough had to scale back the project and rebid it. The electric was not installed due to problems at the band shell and Legion Field with residents using the electric for their own use. Mr. Gural reported that the park has had several grants for improvements in the last few years. Mr. Bostock inquired if the borough had to do a match for dollars with the grant. Mr. Gural will review the grant application and that there will be a maintenance bond when completed. Mayor Scheffler requested that the administrator find out what is growing on the mulch. Mr. Dorworth discussed that it looks like some type of fungus. Mayor Scheffler explained that the fence was not replaced due to the cost and that the new home being built also caused problems with the fence. Ms. Dobbs discussed that the fence on the back side of the property needs to be repaired or taken down as well as the fence around the basketball court. Children cut through and jump the fence for a short cut. Ms. Dobbs explained that the Head Start building used to sit on the lot so there should be water located somewhere. Mayor Scheffler requested that Mr. Fox of Land Engineering be contacted about the mulch and fence. Mr. Bostock inquired about the ownership of the fence near the new home being built and if the contractor could be held responsible. Ms. Dobbs replied that the borough owns the fence and it was damaged before the contractor started work on the house. Mrs. Scott requested that the borough replace the entire fencing at the park. The borough will list the additional work needed for the park on next year's grant application.

Mrs. Butler-Arch Street discussed that the playground was done seven years ago and prior to that it was a neglected area of the borough. The grant received before was due to the Neighborhood Preservation Program that gave a grant for neglect areas. Mrs. Butler discussed that there needs to be a program to educate homeowners coming into the town about trash pick up and recycling as well as cutting grass, so that Palmyra is kept clean. Mrs. Butler explained that because Vine Street has rental properties and also the 500 block of Race Street the properties are neglected. Mrs. Butler thanked council for tearing down the house at Broad and Race Street. The barn or garage that was behind it also needs to come down. Mrs. Kilmer explained that the garage is a concrete building and will remain, also the property owner had the building removed after violations by the Borough. Mrs. Butler reported that 305 Broad Street has an open back door and that the fencing around the home is being torn down also. Chief Pearlman will have an officer check the backdoor and notify public works if it needs to be boarded. Mrs. Butler discussed that along with the voters registration, she is attempting to notify college students about the absentee ballots that are available. The NFL Film company had contacted Mrs. Butler about Deron Cherry who played football for Palmyra and that they did a short clip in Kansas City on Deron Cherry and his career. Mrs. Riener requested a copy for the historical society. Chief Pearlman inquired if the clip could be placed on the website. Mrs. Butler will provide the borough with a copy and also the school. Mrs. Butler informed council that the Palmyra High School will be holding a reunion for all classes on November 23.

Mr. May-Morgan Avenue inquired about the performance bond and maintenance bond for the community center to cover the repairs that are needed. Mr. Gural explained that the maintenance

bond expires next year and that a final inspection will be completed before then. If the repairs are not completed the borough has the right to hold the bonding company responsible. Mr. May inquired if the contractor has been notified of the cracks in the concrete on the outside and inside. Mr. Gural explained that they are aware of the cracks and also that some of the toilets had to be replaced as well as the thermostats. The contractor has completed some minor repairs and HVAC system maintenance.

Mrs. Veitenheimer-Rowland Street inquired if the pitting in the concrete will also be done by the contractor? Mr. Gural replied that the contractor will only receive final payment and be released from his bonding when everything is completed.

Resident-Columbia Avenue thanked the borough for sending out the flyers with the tax bills about the War Memorial. A few residents have responded and they will add their names. Mrs. Riener discussed reaching out to Mr. Jay Howard to schedule a meeting with the historical society to help the War Memorial committee with the project.

Resident- thanked borough for the 4 way stop sign at Columbia and Charles, but that people are parking too close to the stop sign. Chief Pearlman explained that the regulation is 50 feet from a stop sign and that he will take a look at it. Resident also informed Chief Pearlman that one side of the street the side is marked 50 feet and the other side is 25 feet.

Resident-West Broad Street informed council that there is a problem with broken glass on Broad Street and also that people throw bottles into the street. Resident inquired if the police department could contact public works when they see the broken glass.

Mrs. Butler-Arch Street thanked council and the police department for sending representatives of the Borough to a funeral that was held at the church for a Philadelphia police officer that had passed away.

No one else from the public wishing to be heard, President Brahl made a motion to close the public portion, Ms. Dobbs second the motion. All members present voted in favor of the motion.

Adjournment. President Brahl made a motion to adjourn at 8:47 pm, Mrs. Riener second the motion. All members present voted in favor of the motion.