

**BOROUGH OF PALMYRA  
MINUTES-December 1, 2014**

**CALL TO ORDER.**

**PLEDGE OF ALLEGIANCE.**

**MOMENT OF SILENCE.**

**ROLL CALL:**

Present: Mayor Scheffler, President Riener, Ms. Dobbs, Mr. Bostock,  
Ms. Arnold, Mr. Norcross, Ms. Kane (student rep.)  
Absent: Mr. Nowicki.

**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 8, 2014.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 8, 2014.
- C. Notice to All Council Members.

**APPROVAL OF MINUTES.** Ms. Arnold requested a correction to the minutes-page 3 under ordinance 2014-17 to remove her name from the sentence about more of a professional office than a social club. Mr. Bostock made a motion to approve the minutes from November 17, 2014, President Riener second the motion. All members present voted in favor of the motion.

**PROFESSIONAL UPDATES.**

A. Environmental Resolutions-William Kirchner discussed that the scum collector that he discussed at the last meeting will be about \$34,000 and the quote to remove the old sheeting at Korman pump station will be about \$17,102.50 for Eagle Construction as a change order. Mr. Kirchner also discussed that there will be a change order for the door project for Borough Hall. The low bidder received specs that had a few pages missing and that they bid on what was in the specs for the amount of \$58,415.00. There needs to be a change order for about \$5,325. to allow the work to be completed. Mr. Kirchner explained that if a project has gone out for two or more bids, the Borough can award without rebidding. Mr. Rosenberg explained that the law allows the Borough to not rebid under certain circumstances, but this is an error of missing pages and the bidder may not have bid on the project if the additional work was included. Mr. Rosenberg suggested that council adopt a resolution that the lowest bidder accepts contract as written and that one bid is non-conforming.

B. Environmental Resources Management-John Hogue reviewed with council the work

that still needs to be completed on the South side of Route 73. The State has awarded some of the funding to the Borough and is ready to move forward with disbursements. There will be planning meetings scheduled soon. The Palmyra Cove needs to be investigated as well. The properties should be considered by the State as all one project to cut the cost down. Mr. Rosenberg inquired if an access agreement will be needed for National Amusements properties. Mr. Hogue explained the State is not interested at this time in the National Amusements property. Mr. Gural discussed that the Bridge Commission will grant an access to the Borough for the work and that they are behind the project. President Riener if the Borough oversaw the financial process with the Cove? Mr. Gural explained that the Cove was the one to bring to the Borough attention that the site may have contamination on it. Mr. Gural explained that the Borough has control of the funds from the grant and that the approved work plan is paid through the grant.

#### **ORDINANCES ON SECOND READING.**

A. **Ordinance 2014-15**, An Ordinance Of The Borough Of Palmyra Amending The Sewer Usage Rates And Connection Fees. Mayor Scheffler requested that this be held till December 15<sup>th</sup> meeting. Mr. Norcross made a motion to open the public hearing on the ordinance, Ms. Dobbs second the motion. All members present voted in favor of the motion. No one from the public wishing to be heard, Mr. Norcross made a motion to continue the public hearing till the December 15<sup>th</sup> meeting, Ms. Dobbs second the motion. All members present voted in favor of the motion.

A. **Ordinance 2014-18**, An Ordinance Authorizing Special Emergency Appropriations Pursuant To N.J.S.A. 40A:4-53(b) To Fund The Cost Associated With The Execution Of Codification For The Borough Of Palmyra, County Of Burlington, New Jersey. Mr. Norcross made a motion to open the ordinance to the public, President Riener second the motion. All members present voted in favor of the motion.

Resident-inquired if money was put aside in last year's budget for this project. Mr. Gural explained that \$2,000 was put into the budget and that will cover the first payment.

No one else wishing to be heard, Mr. Norcross made a motion to close the public portion, Ms. Dobbs second the motion. At the call of the roll, the vote was:

AYES: President Riener, Ms. Dobbs, Mr. Bostock, Ms. Arnold, Mr. Norcross.

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

B. **Ordinance 2014-19**, An Ordinance Of The Borough Of Palmyra Amending The Personnel Policies And Procedures Manual Regarding Health Benefits For Retired Employees And Opting Out Of Health Care Benefits. Mayor Scheffler requested that this ordinance be held till the next meeting of December 15<sup>th</sup>. Ms. Dobbs made a motion to open the ordinance for the public hearing, President Riener second the motion. All members present voted in favor of the motion. Ms. Veitenheimer-Rowland inquired if this is just for retirees of the Borough. Mayor Scheffler explained that the ordinance will pertain to employees who retiree with a certain number of years working in the Borough and years in the state pension system. Mr. Gural explained that the ordinance will also deal with a buy-out that the Borough offers to employees that do not take the health care coverage the Borough offers. Mr. Norcross inquired if the employees has other insurance and wants to take the Borough insurance does the Borough have to pay for it. Mr. Gural replied that the Borough would have to provide health insurance for them. No one else wishing to be heard, Mr. Norcross made a motion to continue the public hearing till December 15<sup>th</sup>, President Riener second the motion. All members present voted in favor of the motion.

## RESOLUTIONS.

A. Resolution 2014-226, Resolution Approving A Handicapped Space For 107 West Charles Street.

B. Resolution 2014-227, Resolution Door Project Bid.

Mr. Norcross made a motion to approve the Resolutions 2014-226 and 2014-227, Ms. Dobbs second the motion. At the call of the roll, the vote was:

AYES: President Riener, Ms. Dobbs, Mr. Bostock, Ms. Arnold, Mr. Norcross.

NAYES: None.

## DISCUSSION ITEMS.

A. **Reorganization Date**-Mayor Scheffler discussed that she would like to hold the reorganization meeting of the Borough on January 4<sup>th</sup> at 1pm or early afternoon. Mayor Scheffler requested that before the next meeting councilmembers let her know if they are available on that day.

B. **Professional RFP updates due December 5-2pm**-Mr. Gural will review the RFP's and make a recommendation to council.

C. **Budget requests**-All department budgets are due by Wednesday December 3. Mr. Gural explained that he emailed all of the non-profits to request financial information regarding their budget request. Mrs. Nagle will also mail the non-profits the request.

D. **Email: Site lighting**-Mayor Scheffler discussed that she had several emails from a resident about the lighting next door on a business. The Land Use Board engineer has looked at the lighting several times and has determined that it conforms to the ordinance for that lot. The email makes claims that some residents are not appearing in front of the Land Use Board and are given variances. Mayor Scheffler explained that all correspondence from this resident should now go through Ted's office.

E. **Public Events**-Mayor Scheffler announced that Santa will be coming around on the new firetruck starting at 6pm on Friday, December 5, 2014, tree lighting at 7pm at band shell, Christmas Bash-7:30pm at Community Center. December 19<sup>th</sup> at 7:15pm is Movie Night at Community Center. There is a house decorating contest, registration due by December 15. Mr. Norcross discussed that he would like to get the businesses involved in decorating their store fronts as well.

F. **League of Municipalities**-Mayor Scheffler explained that due to work she had to leave the conference early and has issued a check to reimburse the Borough.

G. **Police Department**-Mayor Scheffler discussed that Chief Pearlman is requesting to hire an officer and she would like to see the police department become more diverse. Mr. Norcross explained that an officer has to be hired and put through the academy. Mayor Scheffler explained that an officer that needs to go through the academy would not be on patrol till the fall. Mr. Norcross inquired about the flagpole to put the Borough flag on in the court. Mr. Gural replied that it will be up for the next meeting.

ADMINISTRATOR REPORT. Mr. Gural inquired if council members were attending the breakfast on December 4<sup>th</sup> sponsored by the Burlington County Chamber of Commerce. The breakfast is being held in Riverton. The JIF dinner is on December 16<sup>th</sup> in Marlton. Anyone wishing to attend should let him know and he will make reservations. Mr. Gural discussed that at the League Conference he had reviewed a property tax card program that some towns are using. Mr. Gural reminded everyone to get their final expense report to Mrs. Condo, CFO. The BAN notes are due December 2<sup>nd</sup> the Borough has been fortunate in getting low interest rates. This note would include the capital projects that council has approved in 2014. The tax office is now open till 6:30pm on Mondays only, an ad was placed in the Burlington County Times listing all of the events for

December. There will be a shredding event on December 3<sup>rd</sup> at 10am at the Community Center for residents to bring their documents.

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

Mr. Radar-Harbour Drive-inquired if the funding for Ordinance 2014-14 expires at the end of the year? Mayor Scheffler explained that the spending of the funds has to be approved by council with a resolution. Mr. Rosenberg explained that the Ordinance makes the funds available to the Borough.

Ms. Veitenheimer-Rowland inquired if the engineer has to be paid again to redo the bid. Ms. Veitenheimer explained that it is upsetting to hear that more money will be needed for the project.

Mr. McElwee-Columbia Avenue discussed that he is meeting with Jay Howard, President Riener on Thursday for the memorial planned for Broad and Cinnaminson. Mr. McElwee thanked everyone for the cookies for the troops.

No one else from the public wishing to be heard, Mr. Norcross made a motion to close the public portion, Mr. Bostock second the motion. All members present voted in favor of the motion.

**CLOSED SESSION. Resolution No. 2014-228, Resolution Excluding The Public From Certain Meetings Pursuant To Section 8 Of The Open Public Meeting Act C. 231 P.L. 1975. (Litigation and personnel)** Mr. Norcross made a motion to approve the resolution, President Riener second the motion. At the call of the roll, the vote was:

**AYES:** President Riener, Ms. Dobbs, Mr. Bostock, Ms. Arnold, Mr. Norcross.

**NAYES:** None.

Council went into executive session at 7:57pm.

Council returned to public session at 8:16pm.

Adjournment. Ms. Dobbs made a motion to adjourn at 8:20 pm, Mr. Norcross second the motion. All members present voted in favor of the motion.