

## **BOROUGH OF PALMYRA MINUTES-December 16, 2013**

### **CALL TO ORDER.**

### **ROLL CALL:**

**Present:**      **Mayor Scheffler, Ms. Dobbs, Mrs. Riener, Mr. Bostock, Mr. Norcross,**  
**Absent:**      **President Dorworth, Mrs. Ragomo Tait and Ms. Kane (student rep.).**

### **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 November 18, 2013, Mr. Bostock second the motion. At the call of the roll, the vote was:**

**AYES:** Mrs. Riener, Mr. Bostock, Mr. Norcross.

**NAYES:** None.

**ABSTAIN:** Ms. Dobbs.

### **CORRESPONDENCE.**

- A. **Thank you-** Mayor Scheffler read a thank you note from Joseph Tomarchio for the flowers in sympathy of his mother's passing.
- B. **Thank you-** Mayor Scheffler read a thank you note from the YMCA for Palmyra supporting the summer camp that they run at the Community Center.
- C. **Proclamation-** Proclamation Supporting The Drive Sober or Get Pulled Over 2013 Year End Holiday Statewide Crackdown-December 6, 2013-January 2, 2014. Chief Pearlman explained that this is the annual proclamation to support the attempts to make the public aware of driving sober through the holiday season.
- D. **Reorganization.** Mayor Scheffler announced that the Reorganization of Borough Council will be held on January 6<sup>th</sup> at 7pm at Borough Hall.
- E. **RICE notice-** personnel. Held for executive session.

## **PROFESSIONAL UPDATES.**

**Environmental Resolutions**-William Kirchner presented a power point demonstration of the improvements for the sewer plant that would be completed by the NJEIT loan. Mr. Kirchner reviewed the history of the plant and also the growth of the housing stock surrounding the plant. There is a lot of infrastructure work to be updated. The odor control issue is being coordinated with the DEP and they have agreed with the list of improvements that were submitted. The Borough needs to receive approval for the funding by February to qualify for the loan. Mr. Gural explained that the ordinance will also have to be approved by the Local Government Division of Finance Board. Mr. Bostock inquired if there is an estimate on the number of homes that will benefit from the improvements. Mr. Kirchner replied that all of the homes in the Borough will benefit with the improvements. The immediate neighborhood will benefit from the odor control improvement, but the entire community will benefit with the improvements to reduce flooding. Mr. Bostock inquired as to what improvements are being considered to help with the flooding. Mr. Kirchner explained that the doorways will be elevated as well as other improvements so that the plant will stay operable during a major flood. Ms. Dobbs discussed that the odor is many times throughout the entire Borough, so it will benefit all of the homes in town and if flooding occur the entire town would be without a sewer plant.

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

**A. Ordinance 2013-29, An Ordinance Of The Borough Of Palmyra Providing For Improvements To And The Acquisition Of Equipment For Use By The Borough's Sewer Utility, Appropriating \$4,529,000 Therefor, Authorizing The Issuance Of \$4,529,000 In Sewer Utility Bonds Or Notes Of The Borough To Finance The Same. Mayor Scheffler read the ordinance by title into the record.**

Mayor Scheffler discussed that this is one of the largest project going on in the borough and that the ordinance gives the borough the opportunity to bond upto a certain amount. The ordinance does not approve any set dollar amount for a certain project. The council would have to award the projects for the funds to be actually spent. The state has set certain deadlines in place to receive the loan, but the bond ordinance has to be adopted before the loan is given. Mayor Scheffler recommend not adopting the ordinance tonight and waiting till January, so that the new councilmembers would have an opportunity to vote and discuss the project. Mrs. Riener discussed that she feels that it is completely appropriate to hold the ordinance for the new council.

Mr. Norcross made a motion to open the ordinance for a public hearing, Mr. Bostock second the motion. All members present voted in favor of the motion.

Ms. Veitenheimer-Rowland inquired as to why a bond has to be adopted to get the loan from the state? Mayor Scheffler explained that it's a low interest loan, but the borough needs to have a bond ordinance in effect to receive the loan. Mr. Gural explained that bonding affects the annual debt statement and that the authorization to receive the funds will appear next year. The borough still has an obligation to pay back the loan and the bond ordinance essentially guarantees the funding. Ms. Veitenheimer inquired if the sewer bill will rise to cover the cost of the funding. Mr. Gural replied that the borough has the ability to borrow money for the sewer plant and raise the rates if necessary. Mr. Gural explained that at this point there is no way to know the financial impact of the

loan as the money is received after the Chief Financial Officer sets the steps into motion to obtain the cash.

Mr. Brooks-Broad Street inquired if the amount of the bond ordinance will affect the residents around \$50.00 or more. Mr. Gural replied that the bond ordinance is for 4.5 million but part of that is for new equipment and vehicles for the sewer department. Mr. Brooks inquired about the sewer going to the water usage and if it is still scheduled to take effect in the spring. Mr. Gural replied that it is the schedule to make the change in the spring, but some of the details with the NJ Water Company still need to be worked on.

Resident(not identified on record)-inquired if the sewer rates were going to change with the new billing. Mayor Scheffler replied that the award for the projects at the sewer plant would not take effect till mid-next year. Resident-will the new billing take effect with the April billing.

Resident(not identified on record)-inquired about how the water usage billing would work. Mr. Gural explained that through studies it has been determined that the average home uses about 26,000 gallons every 6 months. Residents discussed that the amount seem high for the average user. Mr. Gural explained that many homes use higher than that amount and many businesses in the borough use a higher amount. Members of the public held a discussion on water usage (non-identified for the record).

Ms. Dobbs requested that the comments be limited to the ordinance and that the discussion has gotten off track.

Mrs. Shea-Riverton discussed that she is confused about the need for the bond ordinance and the loan combined. Mr. Rosenberg explained that when the borough seeks to borrow money they have to have a bond ordinance to back up the loan, similar to collateral.

Mr. Nowicki-Temple discussed that Mr. Gural had mentioned that three quarters of the loan was for the plant and one quarter of the bond ordinance was for vehicles. Mr. Nowicki inquired about the comments about moving the plant to another location. Mayor Scheffler replied it would be at a cost of about 15 million just to move the plant. Mr. Kirchner explained that the 15 million does not cover the cost of upgrading the infrastructure plus additional cost to move the plant.

Mr. Norcross made a motion to close the public hearing on the ordinance, Mr. Bostock second the motion. All members present voted in favor of the motion.

Mrs. Riener discussed that the figures being discussed are a scope and that when the bids come in they could be lower. Mrs. Riener explained that there can be a lot of misinformation given and that the new members of council need to be in on all of the discussions. No vote was taken on the ordinance so it was not adopted.

**NEW BUSINESS. Consent Agenda-** Items A-N 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 titles of the resolutions into the record. Mr. Gural explained that 2013-256 is for gas and diesel that is used by the boroughs public works, police and fire department with a shared service with Cinnaminson. It is for a three year agreement, but he would like to have Mr. Kirchner investigate if it is possible for the Borough to install their own pumps at the public works garage. Mr. Gural also discussed the possibility of doing a shared service with the school for gas as well. Mr. Norcross made a motion to approve the consent agenda, Mr. Bostock second the motion.

At the call of the roll, the vote was:

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

NAYES: None.

A. Resolution 2013-251, Resolution Authorizing Payment For Health Care Waiver

**Coverage.**

- B. Resolution 2013-252, Resolution Authorizing A Handicapped Parking Space For 406 Hubbs Drive.
- C. Resolution 2013-253, Resolution Requesting Approval Of Items of Revenue And Appropriation N.J.S.A. 40A: 4-87 Chapter 159: Department Of Law And Public Safety-Juvenile Justice Commission, 2013- Summer Expansion Program.
- D. Resolution 2013-254, Resolution Requesting Approval Of Items of Revenue And Appropriation N.J.S.A. 40A: 4-87 Chapter 159: 2011 Recycling Tonnage Grant (\$9569.62).
- E. Resolution 2013-255, Resolution Authorizing Transfers In The 2013 Budget.
- F. Resolution 2013-256, Resolution Authorizing A Shared Service Agreement With Cinnaminson Township For Fuel.
- G. Resolution 2013-257, Resolution Requesting Approval Of Items Of Revenue And Appropriation N.J.S.A. 40A: 4-87 Chapter 159: 2013 Body Armour-Division of Criminal Justice.
- H. Resolution 2013-258, Resolution Authorizing The Sale Of Property No Longer Needed for Public Use On An Online Auction-GovDeals.(abandoned vehicles).
- I. Resolution 2013-259, Resolution To Cancel Debits and Credits Of \$10.00 or Less.(tax office).
- J. Resolution 2013-260, Resolution Authorizing The Cancellation Of Taxes For A Totally Disabled Veteran For Charles F. And Janet M. Nicklas Located At Block 121 Lot 7 Tax Year 2013 And Thereafter and Refunding Taxes Paid.
- K. Resolution 2013-261, Resolution Approving A Change Order For Parry Avenue-Phase II In The Amount Of A Decrease \$1,839.00 To F & P Contractors Inc.
- L. Resolution 2013-262, Resolution Authorizing Refund Of Tax Overpayments For 2013.
- M. Resolution 2013-263, Resolution Requesting Approval Of Items of Revenue And Appropriation N.J.S.A. 40A: 4-87 Chapter 159: Delaware Valley Regional Planning Commission-\$27,823.71.
- N. Resolution 2013-264, Resolution Authorizing The Payment Of Bills For The Month Of November, 2013 In The Amount Of \$452,041.71.
- O. Resolution 2013-265, Resolution For Subordination Of Mortgage-Housing Rehabilitation Program. Mr. Rosenberg explained that the borough council is asking occasionally to have the loan from the RCA housing program be moved into second place so that they the homeowner can refinance their mortgage. The Borough has an ordinance in place that allows for the borough to approve the subordination of the loan if the property assessment is high enough to handle both the mortgage and the loan. Mr. Rosenberg recommend approving the resolution. Mr. Bostock made a motion to approve the resolution, Mr. Norcross second the motion. At the call of the roll, the vote was:

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

NAYES: None.

**COMMITTEE REPORT.**

Public Events-Mr. Norcross thanked the fire department and everyone who came out to see Santa at the community center. The pictures will be available soon on the website. There is a movie night on December 20 inside the community center. Mrs. Riener announced that the house decorating contest is tomorrow. Mayor Scheffler thanked the fire department for being out in the weather with Santa.

Land Use Board- Mrs. Riener reported that there was no meeting in November of the board.

Police Department- Chief Pearlman reported that the police department report is on file. Ms. Dobbs thanked the department for the constant updates to their facebook page. Mrs. Riener discussed that the police department respond quickly at a robbery at a business.

**ADMINISTRATOR'S REPORT.**

Mr. Gural reported that the Borough is converting over to voice over phone and that it will save about \$1,000 a month. There will be a short period of time when the phones will not be working but it should only be for a few hours. The police carport will be completed in the spring due to the weather. Improvements to Ethel Hardy Park and Legion Field will also be completed in late spring/early summer with funds that were received from the Burlington County Parks grant. Mr. McMahon, tax assessor had sent an email about the county attempting to change the way of handling the tax appeals. They are attempting to elimate the impact of the appeals after a town has adopted their budget. Mayor Scheffler discussed that with the recent revalue of the Borough there should not be a lot of tax appeals this year. Mr. Gural informed council that Mrs. Kilmer had received an email that the emergency generator for the community center was grant through OEM.

**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.

Mrs. Shea-Riverton inquired if a certain amount of reinspections have to be done with the revalue. Mr. Gural explained that the county is looking to having a town conduct a number of inspections each year to help keep the assessments current.

Ms. Veitenheimer-Rowland discussed that with the county's plan the inspection of a certain number of homes each year would change the amount of taxes that neighbors would pay. Mayor Scheffler replied that it is not fair to the Borough since a complete revalue was just completed. Mr. Gural discussed that he is not informed of all of the details of the county proposal but will keep council informed.

Mr. McElwee-Columbia Avenue inquired as to why the trash company is still picking up the new containers with the old trash trucks. Mayor Scheffler explained that it does not increase any cost to the borough for the use of the non-automatic trucks. The expense would be on the hauler. Mr. McElwee explained that he has seen them pick the trash cans up by hand and dump them; the trash is many times left at the bottom of the container and on the street. Mrs. Riener also discussed the time frame of when they are in town. Mayor Scheffler explained the borough is an older community and there a lot of low power lines and tree limbs that sometimes require the older trucks to pick up the trash. Mr. Gural will reach out to Central Jersey and inquire about the trucks and the timeframe. Mr. Gural explained that the trucks start at 6am on Broad Street then they move to other sections of town. Mr. Norcross discussed that they should be using the same type of truck as the county recycling. Ms. Dobbs discussed that they also damage the cans in the way they are picked up and thrown back to the curb or left in the street. Mr. McElwee reported that his daughter had put his award certificate on Facebook that he received from borough council. They currently have 23 names to put on the memorial.

Ms. Veitenheimer-Rowland inquired about the resolution for health care waiver? Mayor Scheffler explained that if an employee is eligible for health care and elects not to take it due to having health care coverage elsewhere. The Borough gives the employee a set amount each year for not taking the health benefits.

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

**CLOSED SESSION. Resolution No. 2013-266, Resolution Excluding The Public From Certain Meetings Pursuant To Section 8 Of The Open Public Meeting Act C. 231 P.L. 1975. (personnel)**  
Ms. Dobbs made a motion to approve the resolution, Mr. Bostock second the motion. At the call of the roll, the vote was:

**AYES:** Ms. Dobbs, Mrs. Riener, Mr. Bostock, Mr. Norcross.

**NAYES:** None. Council went into executive session at 8:46 pm.

**Council returned to public session at 9:10pm.**

**Adjournment. Mr. Bostock made a motion to adjourn at 9:10 pm, Mr. Norcross second the motion. All members present voted in favor of the motion.**