

**BOROUGH OF PALMYRA
MINUTES-December 3, 2012**

CALL TO ORDER

ROLL CALL:

Present: Mayor Scheffler, Mrs. Dobbs, Mrs. Riener, Mr. Dorworth, Mr. Bostock. Mr. Norcross.

Absent: President Brahl.

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.

RECOGNITION.

A. Mayor Scheffler presented certificates to students, Samantha Betts, Paige Yauger, Michael McLaughlin, Alex Kasperowicz, and Teacher Jamie Patchel. Mayor Scheffler expressed appreciation for the teachers and students assistance with the recent vehicle accident of Kris Hancock, crossing guard for the Borough. Mr. Norcross will deliver the certificates for the students that were not able to attend.

B. Mayor Scheffler thanked all of the groups and residents for their work and effort during Hurricane Sandy. Mayor Scheffler presented certificates to Palmyra's Fire Department- Doug Adams, Matt Adelman, Eric Austin, Leo Bankowski, Helena Bankowski, David Bohley, David Bohley, Jr., Greg Bondarenko, Thomas Campbell, Sr., Jeremy Casey, William Conley, Cliff Depew, William Domask, Jules Dore, Harry Doherty, David Dorworth, Howard Dreby, Jr. Richard Dreby, Joanne Huber, Mike Ingling, Warren Lamon, Jr., Scott Locke, Thomas Locke, Sr., John Marshall, Pete Mays, John Miller, Dale Palmer, William Quigg, James Rogers, Howard Roun, Jr. John Skowronski, Robert Smith, James Stanton, Aaron Stinsmans, Mike Stokes, James Teesdale, Shelby Tucker, Alan Zimmermann, Palmyra Ambulance Association-Chief Douglas Wickizer, President Eva Schultz, Engineer Kevin Rudd, Lieutenant David Mays, Haley Duncan, Sandra Hargrove, Mario Leone, Andrew O'Donnell, Steve Hernandez, Joe McManagle, Idalina Torres, Scott Irwin, Glenn Carty, Matt Panela, Bob Chester, Rob Konecsny, Justin Leeds, Donna Chester, Ray Taylor, Tri-Boro Cert-Eileen Young, John Binning, Brian Cattell, Margaret Genzano,

Josephine Grimes, Diana Horan, Jim May, Howard Parry, Sheila Reynolds, Danny Silberstein, MaryLou Szeman, Lisa Threston, Joseph Threston, Cindi Vee, Leigh West, Brian Horan, Matthew West, Emily Barth, Sandy McLaughlin, Diane Weiss, Carol Foell, Michelle Polk, Larry Johnson, Bettina Meredith, Virginia Ford, Gary Ford, Luis Morales, Anne Norton, Paula Horton, Lisa Walko, Elizabeth Walko, Police Department- Chief Scott Pearlman, Lt. Megan Campbell, 1st Sgt. Joseph Osinski, Sgt. Timothy Leusner, Ptlm. Stephen Covelski, Ptlm. Alex Alven, Ptlm. Scott Snow, Ptlm. Omar Kendall, Ptlm. Jennifer Fratto, Ptlm. Dominick Fabrizio, Det. Brian Johnson, OEM-Mayor Karen Scheffler, Richard Dreby, Scott Reed, Howard Norcross, Tracy Kilmer, John Skowronski, Al Zimmerman, Chuck Young, Howard Dreby, Ron Lindemuth, Dough Wickizer, David Dorworth, John Miller, Thomas O'Donnell, Howard Roun, Tom Ryan, Linda Lewis, Eileen Young, John Gural, Chief Pearlman, Public Works-Thomas Ryan, Raymond Tubic, Greg Benson, David Austin, Mark Rex, Mark Allen, Anthony Wright, Borough Hall-Linda Lewis, Marie Nagle, Mindie Wiener. Mayor Scheffler and Borough Council thanked everyone for going above and beyond.

COORESPONDENCE.

A. Mayor Scheffler announced that Reorganization of Borough will be held on January 7 at 7pm in the Community Center.

PROFESSIONAL UPDATES.

A. Environmental Resolutions-William Kirchner gave council an update on the generator bidding for the fire department. Mr. Kirchner recommended not rebidding till late winter due to the increase of the prices. Mr. Kirchner explained that because of Hurricane Sandy the price for generators and the installation of the generators has risen and that he is expecting the price to return to normal later in 2013. Mr. Dreby, fire department thanked council for their support of the fire department and that they can wait till the spring for the generator. If a needs arises the fire department can rent one. Mr. Norcross informed council and the fire department that the Burlington County Bridge Commission has two generators on wheels and that they may be willing to let the fire department use. Mr. Kirchner informed council that the bids are going out for maintenance and cleaning of the sewer plant at the end of the year. HVAC-Mr. Kirchner gave an update on the repairs at borough hall and that things are moving along. The temporary heat has been installed and the boiler is being removed. Sewer billing- there is a meeting later in the week to review the flow-rate discussion for the sewer billing to be switched to usage part of the year. Mr. Kirchner recommend that if council decides to go with the changes for the flow rate that a newsletter should be sent out explaining the benefits of the change. Police Shed-the police shed is almost finished with just a few minor details, the electric is still waiting to be installed. Parry Avenue-the bids will go out later winter for the grant work on Parry Avenue and should be started early summer. Mr. Kirchner thanked council for the opportunity of working for the Borough this year and that he has enjoyed all of the projects.

B. Ethel B. Hardy Park-Mr. Gural reported that the park is almost completed and should be completed within the next ten days. The fencing has either been removed or repaired with the additional grant funds that were available. Ms. Dobbs discussed that things are moving along and that the park is in excellent shape with the additional work.

C. JIF update and renewals. Mr. Gural reviewed the various options that council will be able to decide on for the upcoming renewal of the insurance. There will be different premium options available. Mr. Monaghan explained that there will be a small increase this year in the premiums and that Palmyra is going well with fewer claims and less workers compensation. There will be a resolution for council's approval under the consent agenda to adopt the tort claim form

for the 2013 year. The claim form provides more information that is needed for the claim adjusters to work with.

APPROVAL OF MINUTES. Mr. Norcross made a motion to approve the minutes from November 5 and November 13, 2012, Mr. Bostock second the motion. All members present voted in favor of the motion.

ORDINANCE ON SECOND READING.

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. Council took no further action on this ordinance. This ordinance was not adopted for the 2012 year.

B. **Ordinance 2012-39,** An Ordinance Amending Section 304(f) Of The Land Development Code Of The Borough Of Palmyra. (accessory buildings). Mr. Rosenberg inquired if any official documentation had been received from the Land Use Board for comments or approval of the ordinance. Mrs. Sheipe replied that she did not receive any official information on the ordinance from the Land Use Board. Mrs. Riener and Mr. Gural discussed that the Land Use Board at their last meeting had agreed to the ordinance and was supposed to send the approval forward. Mr. Norcross opened the ordinance for the public hearing, Mrs. Riener 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, Mr. Dorworth second the motion. All members present voted in favor of the motion. Mr. Rosenberg recommend that council hold the ordinance till approval from the Land Use Board is received.

C. **Ordinance 2012-40,** An Ordinance Establishing A Juvenile Curfew In Chapter 98 Of The Borough Of Palmyra Code (Curfew). Ms. Dobbs made a motion to open the ordinance for a public hearing, Mr. Norcross second the motion. All members present voted in favor of the motion. Resident-inquired as to the hours of the ordinance. Chief Pearlman replied that the ordinance states that under the age of 18 needs to be off the streets before 10pm and 9pm on Halloween and Mischief.

No one else from the public 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. Ms. Dobbs made a motion to adopt the ordinance, Mr. Norcross second the motion. At the call of the roll, the vote was:

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

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

D. **Ordinance 2012-41,** Ordinance Rescinding Parking On Jefferson Street. Ms. Dobbs 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. No one wishing to be heard, Mrs. Riener made a motion to close the public portion, Mr. Dorworth second the motion. All members present voted in favor of the motion. Ms. Dobbs made a motion to adopt the ordinance, Mr. Dorworth second the motion. At the call of the roll, the vote was:

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

NAYES: Mr. Norcross. The ordinance was adopted on second and final reading and will take effect after publication according to law.

E. **Ordinance 2012-42,** Ordinance Of The Borough Of Palmyra, In The County Of Burlington, State of New Jersey Appropriating \$8,500. For The Acquisition Of Computer Hardware/Software And Installation Services For Community Center. Mr. Norcross made a motion to open the public hearing, Mr. Bostock 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

close the public portion, Mr. Bostock second the motion. Mr. Norcross made a motion to adopt the ordinance on second reading, Mr. Bostock second the motion. At the call of the roll, the vote was:

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

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

RESOLUTIONS. Consent Agenda- Items A-E 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 into the record. Mr. Dorworth 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. Dorworth, Mr. Bostock, Mr. Norcross.

NAYES: None.

A. **Resolution 2012-240**, Resolution Adopting A Form Required To Be Used For The Filing Of Notices of Tort Claim Against The Borough Of Palmyra In Accordance With The Provisions Of The New Jersey Tort Claims Act. N.J.S.A. 59:8-6.

B. **Resolution 2012-241**, Resolution Amending Resolution 2012-86 Awarding Professional Services To TrashPro For Consulting Services. (increase of \$1500.)

C. **Resolution 2012-242**, Resolution Placing A Property Maintenance Lien On 401 Jefferson Avenue.

D. **Resolution 2012-243**, Resolution Requesting Approval Of Items Of Revenue And Appropriation N.J.S.A. 40A: 4-87 (Chapter 159, Body Armor).

E. **Resolution 2012-244**, Resolution Authorizing Approval Of Payment Of Bills For November and December, 2012.

DISCUSSION ITEMS.

1. Board of Health-Mayor Scheffler discussed that it has become increasing difficult over the years to find volunteers wishing to serve on the board. Mrs. McCleary has sent in her resignation as of December 31, 2012. Mayor Scheffler explained that there has been discussion about having the borough council serve as the board of health and appointing an employee to be the health coordinator. Mr. Gural informed council that law provides for a township to have the council appointed as the board of health, but there is no provisions for the boroughs. Mr. Rosenberg discussed that the law states that boroughs have to maintain a separate board of health. Mrs. Riener discussed that the law is outdated and that she is looking at the financial perspective of the change also. Mayor Scheffler recognized Ms. Veitenheimer, Chairman of the Board of Health. Ms. Veitenheimer informed council that the board holds monthly meetings and has done a lot of research for the borough. She has served on the board of health for 20 years and handles the rabies clinic every year. Ms. Veitenheimer explained that the rabies clinic takes preparation ahead of time and about 6 people to work that day. Ms. Dobbs inquired if the board could meet in the daytime so that perhaps the senior citizen in the borough would be willing to volunteer. Ms. Veitenheimer explained that she is currently available during the day but is looking for full time work and that seniors are not the answer to the board's problems. Mr. Rosenberg inquired if council would like him to contact the Burlington County Board of Health to review the issue with them. Mayor Scheffler explained that the rabies clinic is important to the borough and that she is not attempting to remove residents from the board of health, but if no one volunteers to be on the board, there is not a quorum and a meeting cannot be held. Mr. Rosenberg will report back to council his discussion with the county board of health next meeting.

2. Judge's appointment for 2013. Mayor Scheffler discussed that since the Judge is retiring at the end of the year, interviews will be conducted for a replacement. Mr. Rosenberg informed council that he had spoken with Judge Bookbinder and that is inappropriate to have a request for proposal for a Judge position. Mr. Gural explained that he has been in contact with David Young of the AOC and that Mr. Young has forward him the criteria on appointing a new judge.

3. Ordinance 2012-37- An Ordinance Amending Chapter 230 Of The Code Of The Borough Of Palmyra (yard waste, construction debris). Mayor Scheffler explained that after several conversation concerning seniors and disable residents, council will take a look at some revisions of this ordinance in 2013.

4. Personal service contracts. This discussion was tabled until the next meeting.

5. Dedication of paper street (Broad Street) to Kerbeck. Hold for the next meeting.

6. Global Connect. Chief Pearlman informed council that the borough could have their own access to a global connect so that they can have messages sent to the residents from the Mayor or police department without involving the county process. The cost would be estimated at about \$1,104.60 for approximately 3,156 household that have landlines or have registered there cellphones with global connect. Chief Pearlman distributed information on the pricing and the service to council members. Mr. Norcross inquired if the school would be able to use the borough's account as well? Mr. Gural replied that due to the account set up the school would have to apply for their own account and that they are set up through the county for school alerts. Chief Pearlman explained that any residents has the option of not receiving the phone alerts. Mayor Scheffler discussed that it is a reasonable price and that it will allow the borough to keep the resident informed.

Revaluation- Mayor Scheffler announced that letters will be going out to all the residents informing them of their new assessment and an estimate of what their taxes will be. The revalue company will be scheduling meetings by appointments with residents that wish to review the new assessment with them before it is finalized for 2013.

Tree lighting- Mayor Scheffler announced that the tree lighting and the approval of Santa will be on December 7th at 7pm starting with the firetruck and Santa touring the borough. Santa will be greeting the children at the community center immediately following the tree lighting at the band shell.

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.

Resident informed council that the program Wreaths Across America was being held on December 15 at the Beverly National Cemetery and that the Warrior Watch Motorcycle club was going to go around to the War Memorials in the area before and after the ceremony. They plan to be at the Palmyra War Memorial at 9am and then proceed to Riverside and Delanco before Beverly National Cemetery and afterwards make a stop at the Cinnaminson War Memorial. Resident informed council that he has received more names for the Memorial.

Ms. Veitenheimer-Rowland discussed that a person besides a fully disabled person may not be able to rake their leaves and that they should not have to pay a contractor to take them away. Ms. Veitenheimer inquired if she hires a student to rake her leaves can they be placed out front. Mayor Scheffler explained that the ordinance is for professional contractors and landscaper.

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

CLOSED SESSION. Resolution No. 2012-245, Resolution Excluding The Public From Certain Meetings Pursuant To Section 8 Of The Open Public Meeting Act C. 231 P.L. 1975. (Litigation and contracts). Mr. Norcross made a motion to approve the resolution, Mr. Bostock second the motion. At the call of the roll, the vote was:

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

NAYES: None. Council went into executive session at 8:45 pm

Adjournment. Ms. Dobbs made a motion to adjourn at 9:30 pm, Mr. Norcross second the motion. All members present voted in favor of the motion.