

**BOROUGH OF PALMYRA
MINUTES-March 17, 2014**

CALL TO ORDER.

ROLL CALL:

Present: Mayor Scheffler, President Riener, Mr. Nowicki, Mr. Bostock, Ms. Arnold,
Mr. Norcross.
Absent: Ms. Dobbs

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. Mr. Norcross made a motion to approve the minutes from February 18, 2014, Mr. Bostock second the motion. Ms. Arnold requested a correction to the minutes under the I've Got The Scoop discussion. Ms. Arnold would like the minutes to reflect that she questioned the number of animals, the games of chance and the baskets that were being discussed for that event. All members present voted in favor of the motion.

President Riener made a motion to approve the minutes from March 1, 2014, Mr. Norcross second the motion. All members present voted in favor of the motion.

CORRESPONDENCE.

A. **Plaques-** Mayor Scheffler present Gina Tait and David Dorworth with plaques thanking them for serving the Borough as councilmembers. Mrs. Tait thanked everyone for their support of her as a member of the council. Mr. Dorworth addressed council and the public that the Borough is on the right track, the community center is open, the sewer plant will be updated, the Light Rail came to town with a lot of additional crimes and problems. Mr. Dorworth thanked everyone for their support of hiring Scott Pearlman as Chief of Police. The process was a long one, but Chief Pearlman was the best candidate for the position, he had started with the Borough in 1984 as a Class II officer and worked his way through the ranks. Mayor Scheffler thanked Mr. Dorworth for serving as Director of the Safety Committee.

B. Tax Collector's Annual Statement- President Riener made a motion to accept the annual statement, Mr. Nowicki second the motion. All members present voted in favor of the motion.

C. Mayor Scheffler read a thank you note from the Dietz family for the fruit basket.

D. Mayor Scheffler announced that Mr. Norcross's son Brian was named as the Assistant Undersheriff for Burlington County.

PROFESSIONAL UPDATES:

Mr. Kirchner-Environmental Resolutions discussed that Resolution 2014-79 is a proposal for the generator project for the community center in the amount of \$30,000. The Borough has received another grant from Burlington County Parks project in the amount of \$185,000 to be used for Ethel Hardy Park and Legion Field. The improvements were submitted with the grant application. There was a pre-construction meeting held for the sewer plant improvements with the DEP and Eagle Construction in attendance as well as the Borough. Mr. Kirchner will issue a notice to proceed with the project on April 1, 2014, but it may be May or June before the public actually sees any work going on. Mr. Norcross inquired if the neighbors would receive something to let them know. Mr. Kirchner replied that the Borough is going to send out a letter letting the neighborhood know the construction schedule and whom to call with questions or concerns about the project. Mr. Gural informed council that they may want to have some type of ground breaking ceremony for the project in early May.

ORDINANCE ON SECOND READING. (public hearing).

A. Ordinance 2014-2, An Ordinance To Exceed Municipal Budget Appropriation Limits And To Establish A CAP Bank (N.J.S.A. 40A: 4-45.14). Mr. Norcross made a motion to open the ordinance to the public, 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 hearing, Mr. Bostock second the motion. Mr. Norcross made a motion to adopt the ordinance, Mr. Bostock second the motion. At the call of the roll, the vote was:

AYES: President Riener, Mr. Nowicki, Mr. Bostock, Ms. Arnold, 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- Resolution 2014-76 to Resolution 2014-83 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. President Riener requested that Resolution 2014-82 be pulled from the consent agenda. Mr. Nowicki requested that Resolution 2014-81 be pulled from the consent agenda. President Riener made a motion to approve Resolutions 2014- 76, 77, 78, 79, 80, 83, Mr. Norcross second the motion. At the call of the roll, the vote was:

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

NAYES: None.

A. Resolution 2014-76, Resolution Approving A Handicapped Space For 317 East Broad Street.

B. Resolution 2014-77, Resolution Authorizing The Funding Of The Borough Of Palmyra Share Of The MACCS Contract With Central Jersey Waste & Recycling, Inc. For Basic Services Solid Waste And Republic Services Of Mount Laurel For Bulk Collection.

C. Resolution 2014-78, Resolution Determining the Form and Other Details Of Not

Exceeding \$4,529,000 Sewer Utility Bonds, Series 20147 Of The Borough Of Palmyra In The County Of Burlington New Jersey And Providing For Their Sale To The New Jersey Environmental Infrastructure Trust and the State Of New Jersey Pursuant To The New Jersey Environmental Infrastructure Trust Financing Program And Authorizing The Execution And Delivery Of Loan Agreements To Be Executed By The Borough Of Palmyra And Each Of The New Jersey Environmental Infrastructure Trust And the State Of New Jersey, Acting By And Through The Department Of Environmental Protection And Further Authorizing The Execution And Delivery Of An Escrow Agreement All Pursuant To The New Jersey Environmental Infrastructure Trust Financing Program.

D. Resolution 2014-79, Resolution Awarding Engineering Services For Community Center Generator To Environmental Resolutions Inc.

E. Resolution 2014-80, Resolution Awarding Engineering Services For Legion Field/Ethel Park County Grant Project.

F. Resolution 2014-81, Resolution Setting The Fee For Rental Unit And Certificate Of Occupancy For The Borough Of Palmyra. Mayor Scheffler explained that this resolution was a result of the bids that were received, the rental applications would be \$110.00 for the 2014 year and that \$10.00 of that fee was to go to the Borough for administration cost. Mr. Nowicki discussed that it is a large increase from the \$79. to \$110. and that normally with the bidding process the amounts come in lower. Mr. Nowicki would like to look into the borough doing the state inspections. The program from the state would train a borough employee to do the rental inspections of multiple units and then the borough could utilize the same inspections across the board for rentals. Mr. Nowicki inquired about a share service with Cinnaminson for the inspections also. Mr. Bostock inquired if the rentals would be every five years same as the state. Mr. Nowicki explained there could be yearly inspection guidelines whether they are state units or borough units. Mr. Bostock discussed that the state only does 3 units or more. Mr. Nowicki explained that if the state trains a borough employee to do the inspections it could provide a cost savings to the borough. Mr. Bostock explained that the borough has to watch going over the threshold of 50 employees for the affordable care act. President Riener inquired if there was any cost for the training from the state. Mr. Nowicki replied that he was not able to contact the state, but would like to have the borough take a look at the program. Mr. Gural will review the program and report at the next meeting. President Riener made a motion to approve the resolution, Mr. Bostock second the motion. At the call of the roll, the vote was:

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

NAYES: None.

G. Resolution 2014-82, Resolution Authorizing The Payment Of Bills For The Month Of February, 2014 In The Amount Of \$1,159,875.99. Mr. Nowicki explained that the bill list was unusually high as the school tax and the BID refunds are listed this month. Mr. Norcross made a motion to approve the resolution, Mr. Bostock second the motion. At the call of the roll, the vote was:

AYES: Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Norcross.

NAYES: None.

ABSTAIN: President Riener.

H. Resolution 2014-83, Resolution Awarding The Contract To Perform Residential Inspections For Rentals and Resales To Northeast Professional Services Of Jersey City NJ. Mayor Scheffler discussed that CPG &H that conduct the inspections last year came in sufficiently higher than Northeast Professional Services. Mr. Gural reported that he had checked on their references and that they are well respected and like in their field. They are currently helping Maple Shade develop their program for rental properties. Mayor Scheffler discussed that the Borough still has

the three lawsuits on the ordinance outstanding, but they are working on a settlement with one of the lawsuits.

DISCUSSION ITEMS.

A. **NJEIT Closing and Update.** Mr. Gural reported that the draft documents from NJEIT were received and they are different than the original documents, the closing should be in early April on the loan and the Borough is now required to provide proof of flood insurance for the sewer plant.

B. **Borough-owned property/lots.** The Borough is waiting for title reports on the lots. Mr. Kirchner explained that the triangle lots show on the tax maps but not in the tax records, there are no records of block and lots on the properties. This information is needed to give or sell the lots. Ms. Arnold provided the Borough with some comp lots quotes. Ms. Arnold explained that she had talked to the superintendent of schools about the lots and they are looking for a project for the junior class to do this year and then it could be maintained by future senior classes. Mr. Gural explained that Mr. Rosenberg did some research and that it is easy to transfer the lots to a non-profit or the school.

C. **Tort Claims/Title 59/Reimbursements.** Mr. Rosenberg reported that he did some research on this issue and that the borough is obligated under the tort claim to pay the deductible if they have insurance, if no insurance coverage the borough is obligate to pay the full loss. There should be a policy to state whether or not the Borough will pay for the deductible and also cover the loss if no insurance. Mayor Scheffler discussed in theory the residents should not have to pay for damage caused by the Borough, but there should be a cap on the amount of reimbursement. Mr. Gural explained that sometimes the accidents are with a Borough vehicle, or many times they are damage from a tree or tree limb, also windows and windshields have been damage from lawnmowers or weedwackers. Mr. Gural explained the process of filing a tort claim with the Borough and that an accident report from the police department and proof of insurance is always required. President Riener inquired if tree limbs falling are the Borough responsibility. Mr. Bostock explained that acts of nature or God are usually not covered by insurance. Mr. Gural explained that is when Title 59 comes into play. Mr. Norcross recommend authorizing Mr. Gural and Mr. Rosenberg to prepared a draft policy for council to review. Mr. Gural explained that some people have a higher deductible then others and should the policy state a dollar amount. Mr. Norcross inquired if insurance companies can drop someone for filing this type of claim. Mr. Bostock replied that insurance companies do not drop clients for comp claims. Ms. Arnold recommend a flat fee be placed in the policy. Mr. Rosenberg inquired if council wants to reimburse the full amount if someone does not have insurance coverage for the claim. Mr. Rosenberg will prepare a draft policy for councils review.

D. **Water based sewer fees/paper bills.** Mayor Scheffler reported that the sewer bills this year will be paper bills instead of the post cards. Mr. Gural explained that due to an issue with the Harbour units the water usage billing will be postponed till the next billing cycle. The EIT loan for the sewer plant upgrades will also make a difference with the fee. The billing will still use the water usage from the winter months.

E. **Sidewalks & accessory structures.** President Riener is working with Mrs. Kilmer to review the ordinances some of the issues are the inflatables pools and trampolines.

F. **Erosion on river bank-the meeting was postponed due to inclement weather.**

G. **Gasoline/Diesel RFP.** Mr. Gural explained that he is looking for a direction from council about the purchase of the gas/diesel. There is a problem with the diesel that the Borough currently uses from Cinnaminson Township. Vehicles have been taken to get repaired due to water in the gas. Mr. Gural explained that the ideal solution would be for the Borough to have their own tanks at the

public works garage. There could be a shared service with the school and Bridge Commission. For the immediate future, Mr. Gural would like to use the Sunoco station in the Borough for gas/diesel. Mr. Nowicki recommend that they contact Riverton also.

H. Business Registration. Mayor Scheffler explained that it is an ongoing effort to get all of the businesses register. The license is \$20.00 annually. Mr. Gural handed out to council a copy of the form letter that was sent to all business asking them to send in their information with their websites or contact, so that they could be connect to the Borough website; so far only 6 businesses have respond. President Riener discussed that the idea was to spotlight a different business each month on the website. Mr. Bostock and Ms. Arnold will reach out to the business.

I. Coin drop on streets. Mayor Scheffler explained that the Knights of Columbus has annually conducted a coin toss in the Borough. The County now requires an ordinance regulate and issue a permit be adopted. Chief Pearlman informed council that the County requires an ordinance to have coin drops on any county road and also to provide that the county is held harmless in case of any injuries or accidents. Chief Pearlman explained that the easiest way to accomplish it would be to amend the current peddlers and solicitor's license ordinance. The ordinance should also require that they provide insurance coverage just like when someone wants to use the community center or legion field. Mr. Norcross discussed that something needs to be place on the books as the football team was also considering a coin drop as a fundraiser.

Ordinance 2014-3, An Ordinance Amending Chapter 197 Of The Code Of Palmyra Entitled Peddling and Soliciting. Mr. Norcross made a motion to adopt the ordinance on first reading, Mr. Bostock second the motion. At the call of the roll, the vote was:

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

NAYES: None. The ordinance was adopted on first reading and will be heard on second and final reading at the council meeting of April 21, 2014 after publication according to law.

J. BID refunds. Mayor Scheffler reported that the Bid refunds are on the bill list for approval this evening. Ms. Condo, CFO informed council that they would be mailed out by the end of the week. There is a total of \$47,000 of refunds being returned.

K. Sewer/PW Vehicles. Mr. Gural explained that the ordinance for the improvements contains the funding for these vehicles, but that nothing has been approved by council to purchase. Mr. Gural discussed that he is looking for guidance from council. Mayor Scheffler recommend that Mr. Gural get the process started for councils review.

L. Salary Ordinance/Resolution-Mr. Gural will have the ordinance ready for introduction for the April 7th meeting.

M. Palmyra Day. Mayor Scheffler explained that this was discussed at the budget meeting and that council had relied on the information that Mr. Fratto discussed at the February meeting that the volunteers from previous years were not able to continue this year with Palmyra Day. Council had discussed at that time that there was not enough time left before Palmyra Day to get together a group of volunteers and would like to see the day postponed for a year so that they had time to get volunteers and vendors together. The police department was still going to hold Public Safety Day. Mayor Scheffler explained that the Ladies Auxiliary of the Fire Department as well as the Historical Society use Palmyra Day as one of their major fundraisers. Mayor Scheffler had reached out to Mr. Fratto and he informed her that there were funds left from last year. Mayor Scheffler discussed that there was \$3,000 in the budget for Palmyra Day. Mayor Scheffler informed council that the Public events committee with Ms. Tait was willing to work with Mr. Fratto on Palmyra Day and that several of the previous volunteers have stepped up and stated that they would help. Mr. Norcross informed council that there are other events to go along with Palmyra Day, there will be a 5k run and also an art show at the community center. Mr. Norcross would like to see Palmyra Day continue this year and let the public events and business proceed, also allow them to use the \$3,000 in the budget for the day. Mr. Nowicki inquired if there was still enough time to get permission from the county to close Broad Street? Chief Pearlman replied that since it is

an annual event, the County should give the permission. Ms. Arnold inquired as to where the event stands now with vendors and participants. Mrs. Tait explained that letters to the vendors have gone out and that 15 have responded already. Ms. Arnold inquired what the committee is asking for from the Borough. Mrs. Tait replied that they could use the \$3,000 that was set aside and that they would need the cooperation of the Police Department and Public Works. Ms. Arnold inquired what it would take to use the \$3,000 from the budget and that the business should have a large involvement. Mayor Scheffler explained that the committee would still have to submit the correct paperwork to use the funding. Mr. Norcross made a motion to approve the \$3,000 for Palmyra Day, President Riener second the motion. All members present voted in favor of the motion.

N. Clean-Up Day. Mayor Scheffler discussed that last year a student –Mark Bankowski was named Mayor for the Day and he requested that the Borough hold a clean-up before Palmyra Day. The Borough had declared that the 3rd Saturday of April every year would be Clean-Up Day in the Borough of Palmyra. Mrs. Tait explained that she would like to do one of the islands in the Borough for Palmyra Day.

O. YMCA Contract-Mayor Scheffler discussed that in the past three years the Borough in conjunction with the YMCA has received a grant from Juvenile Justice to help local children attend the YMCA camp held at the community center. At the budget meeting there was \$9900. placed in the budget to help with the scholarships for the children, as the Borough is no longer eligible for the grant.

P. Park Improvements Grant-There will be a meeting held on March 24th to decide what improvements are going to be finalized.

Q. Quarterly Park inspections. Mr. Gural has requested a proposal from Environmental Resolutions to perform inspections of the Borough owned parks. Environmental Resolutions has a certified playground inspector on staff. Mr. Norcross requested that a defibrillator be placed in the concession stand for emergency.

R. Cell Tower performance specifications. Mr. Gural requested approval from Borough Council for authorization to have Mr. Rosenberg prepare specifications of the cell tower. The Borough has been receiving several inquiries about the sale of the tower.

S. 21st Century Community Learning Centers Grant (BOE). Mr. Gural reported that Mr. Gerken, Borough Planner, had received an email from Superintendent McBride that the school was not going to participate in the grant program this year due to time restraints.

T. Budget Hearing and Adoption-April 21st. There will be a public hearing of the Borough's budget on April 21st at the regular schedule council meeting.

COMMITTEE REPORT.

Shade Tree-Mr. Nowicki reported that there were 6 new requests and that 5 of them had been resolved by public works and the shade tree committee. There were 37 hours of in kind completed. Mayor Scheffler reported that Mr. Kaelin, chairman of the committee was going to hold an event to give away tree saplings for the residents of the Borough. Arbor Day is at the end of April and the school will be receiving a new tree.

Public Works/Sewer- Mr. Norcross reported that the monthly report is on file and that public works is doing a good job with keeping the roads plowed as well as picking up leaves and brush. Mayor Scheffler reported that there were about 1600 hours of overtime just for snow removal.

Construction/Land Use Board- President Riener reported that she had met with Mrs. Kilmer on reviewing the fence ordinance and that Chairwoman Locke and Vice-Chairman Beck will review the requested changes. President Riener inquired if the ordinance when completed does it need to go back to the Land Use Board. Mr. Rosenberg replied that all changes to the Land Use Ordinances should be reviewed by the Land Use for comments before final adoption.

Public Buildings and Grounds- Mr. Bostock reported that he and Mr. Nowicki had met with Mark Allen to discuss the Borough's green program. Mr. Allen will be gathering some information from Public Service Gas and Electric and Mr. Nowicki will look at the exposure of land for the use.

River Route/Board of Education-Ms. Arnold reported that she had attended the JIF Municipal Officials dinner and was unable to attend the school board meeting this month. Ms. Arnold reported that she had attended the River Route Advisory meeting and that they had completed a survey along the routes. Ms. Arnold explained that the committee is able to break out the survey and projects for just Palmyra.

Public Events- Mr. Norcross requested that Mrs. Tait give the report since she was present in the audience. Mrs. Tait reported that at the end of March the Community Center Program Board will hold movie night, the Easter Egg Hunt is on April 12th at Legion Field, there will be a 5k run and also an art show the weekend of Palmyra Day. They are also starting up an outreach program with Senior citizens. The program will match up a student with a senior who may need some help with their yard, taking out their trash, etc. Mrs. Tait explained that she has talked to the Superintendent at the high school and he is on board with it. Mr. Norcross discussed that the community center has their own website and the events are listed on there. Mr. Norcross discussed that the board needs to keep Mr. McElwee in the loop for the Memorial Day activities. Mr. McElwee spoke from the audience that the marble and granite plaques have been ordered and delivery is before Memorial Day, he is looking for 21 flags for Memorial Day.

Public Safety-Mr. Norcross reported that the police department report is on file. Last Saturday there were over 50 kids who attended an academy that the department held. Chief Pearlman explained that the academy was held in conjunction with Riverton Police Department. They discussed stranger danger and Mr. and Mrs. Clarke from the Borough talked to the children also on diversity. The program is built around younger kids and Chief Pearlman is looking into something for upper teens to participate in.

ADMINISTRATOR REPORT.

Mr. Gural gave an update on the improvements in Borough Hall. The doors are being installed in the lobby area and then the area will be repainted and new carpet put down. Mr. Gural will be attending a meeting for Delaware Valley Regional Planning Commission tomorrow, attendance is mandatory for anyone wanting to obtain the grant. This grant will support the Boroughs effort on Redevelopment of the south side of Route 73. There is also a grant for Safe Routes to Schools due by May 15, which encourages making walking to school safer. The DOT has a grant available 2014 Alternative Program, this grant previously provided the downtown sidewalk funds. There has been no further grant information on the traffic calming study that was done last year to implement the program.

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

Mr. Boyell-Moorestown inquired as to how many residential inspections of rental properties has been conducted? Mr. Gural replied that almost 200 have been performed, but that number includes reinspections also. Mr. Boyell inquired as to how many are anticipated this year to be conducted. Mr. Gural replied that it should be another 200.

Resident-not identified for record-inquired as to why all of the Land Use Board agendas and minutes for 2013 were not on the website. President Riener explained that several meetings towards the end of the year were not held due to lack of business or a quorum. Resident inquired as to how many kids went to the YMCA camp last year using the grant money. Mr. Gural replied that the first year there were only 23 children, but last year there were 68 individual scholarships given out.

Resident inquired as to why the children did not apply for the YMCA scholarships as well, they are listed on their website. Mr. Gural explained that the Juvenile Justice Grant was given out the last three years to residents of Palmyra, but that the grant is no longer available. The students that received the grant were selected by the school nurse and no one else knew who received the grant money. Resident discussed that since the grant is over, are the children allowed to apply for the scholarship through the YMCA as well as receive money from the Borough. President Riener explained that the Borough funds are for children who cannot afford to attend otherwise. Mr. Gural explained that the YMCA camp is open to all children in the county, but only Palmyra residents can obtain the funding. Resident inquired about the cost to Palmyra resident to attend the knitting classes. The Riverton Library has them for free, so why can't Palmyra. Mayor Scheffler replied that the Community Center Program Board is a private group with funding from the Borough running the center. Mrs. Tait from the Program Board explained that the first four or five weeks are free and that the group felt there needed to be a charge after that. The Program Board held a SAT class and the residents were charged \$40. each to attend. Mrs. Tait explained that the board is trying to hold classes and events with minimum charge to the residents. Mr. Norcross discussed that the Riverton Library programs are funded from Burlington County so it is still tax dollars paying for the classes for all.

Mrs. Fallows-Moorestown inquired about the sewer bills and if the water usage has started yet. Mr. Gural explained the water usage will occur with the fall billing but that the usage amounts will be from the winter months. Mrs. Fallow discussed that she is tired of paying the high sewer bills and is looking forward to her bill decreasing. Mrs. Fallows inquired if the 200 inspections that were completed for the rentals includes everyone. Mayor Scheffler replied that there are more than 200 rentals in the Borough and that the goal is to get everyone registered and inspected with the new inspectors. Mr. Gural explained that the 200 figure was an educated guess to use for budgeting purposes. There funds needed to be place in the budget for adoption, but the funds will come in for the registration and go out from the same line to pay the inspectors. Mrs. Fallow discussed that the landlords who rushed to get their registrations in before the end of 2013 and have not completed inspections, will they be required to reregister in 2014. Mayor Scheffler explained that the date of renewal is the anniversary date of obtaining the certificate of occupancy for the unit. Mrs. Fallows inquired as to how people go about finding out information on the outreach program for seniors. Mrs. Tait explained that it is on the Program Boards website.

Mr. Smith-Van Sant Drive inquired if the residents of the Harbour could obtain the free trees that were being given out. Mayor Scheffler discussed that the Borough was under the impression that the Harbour did not want the trees, but if the homeowners association agrees the resident can get one of the free saplings. There will be a news release put out by the Shade Tree Committee in a few days.

Mr. Kay-West Second Street discussed that the Learning Center Grant was approved at the last Board of Education meeting. Mr. Gural explained that was his impression also till Mr. Gerkens received an email from Superintendent McBride today Mr. Gural read the email into the record:

I spoke with folks from Riverton, Beverly and of course Lianne here in Palmyra, and it really looks like this is too much of grant program to pull together in such short time. The grant application itself doesn't concern me as much as attempting to build the program and acquiring buy-in from the necessary stakeholders that help run the program.

To prepare properly I will task Lianne to begin a "forward" look so that we can apply for the grant next year. Essentially, we need to build a small composite of school program (teachers, support staff, program specifics, transportation, etc.) and completing all of this in the next two weeks is not really feasible.

Once I hear back from you I will speak to Mr. Gural and members of the BOE to advise them of the situation.

Thanks,

Brian McBride

Mr. Schwering-Broad Street discussed that the business would appreciate it if Palmyra Day could be moved to Little Broad Street, blocking off Broad Street on a Saturday actually hurts many of the business who need vehicle traffic. Mayor Scheffler discussed that the police department was going to hold their public safety day on Borough Hall side of Broad Street and that it should be looked into for next year. Mr. Schwering inquired about the use of Legion Field for the day instead of the streets. Mayor Scheffler explained that the Halloween Committee places a stage and uses Legion Field for the parade. Mr. Schwering inquired as to the number of rental properties that have actually register. Mrs. Kilmer replied that she does not have the exact number with her, but that she gave Ms. Arnold the number earlier today. Mayor Scheffler explained that with the new company doing the inspections, the Borough will become more aggressive in getting the landlords to register.

Mrs. Shea-Riverton discussed that she has spoken to several landlords that are afraid to speak up at the meetings due to worrying about backlash from the Borough. Mayor Scheffler discussed that the main focus of the Borough has been to maintain the housing stock.

Ms. Veitenheimer-Rowland Street inquired if the housing department could target the worse homes first. Mayor Scheffler explained that the Borough cannot single out certain areas or homeowners. Mr. Rosenberg explained that the council has no knowledge of what landlords have registered; the housing department keeps the list. Mayor Scheffler explained that the police department and the Borough are aware of problem homes in the town and are working to correct the issue.

Mrs. O'Connor-Moorestown inquired as to how many rentals have gotten their certificates and where did the number of rentals come from. Mr. Gural replied that the estimate was 550 rentals in the Borough and that the numbers were taken from the census. Mrs. Kilmer explained that she does not have the numbers with her, but it's probably about 20. Mrs. O'Connor discussed that is only about 15% of the rentals that registered.

Mr. Brooks-Delran discussed that if 200 rentals were inspected in 2013, is the Borough allowed to award the contract without bidding. Mr. Gural explained that Community, Grants, Planning & Housing was awarded the contract in 2013 with a set amount of rental to complete and that the contract was amended to increase that amount. Mayor Scheffler discussed that due to the time period that the ordinance was adopted there would not have been significant time to go out to formal bid for the year. Mr. Brooks inquired as to when the 2014 bids are due. Mr. Gural replied that they were advertised and due on February 20, 2014.

Mrs. Byers-Riverton discussed that she appreciates that there is a system in place to inspect the rentals, but that her mortgage payments and expenses for the rentals have gone up and she does not want to pass along the cost of the inspection to her tenants. The fee needs to be kept at a minimum so that rents do not have to be increased. Mrs. Byers discussed that she feels that it is a violation of her tenant's privacy to have an inspector from the town come into the resident.

Mrs. Fallows-Moorestown inquired if the landlords will be notified when their annual renewal is due. Mrs. Kilmer replied that a registration letter will be sent out. Mrs. Fallows discussed that she did not want to speak up and get backlash from the Borough. Mrs. Fallows does not want the inspectors to speak to her tenants when they are doing the inspections, as they may be given the wrong answer. She would like them to review the issues with her, since she paid for their time with the inspections. Mayor Scheffler explained that there would be no backlash from council since they are not aware of who is register or inspected. Mr. Norcross discussed that he appreciates that she comes to the meeting and lets council know what is going on. Ms. Arnold discussed that feedback and input is important and that she has received some feedback personally and that the issues can be fine-tuned. President Reiner discussed that council is attempting to work with the landlords and that the ordinance is still being discussed to be amended. President Riener explained that the inspections have started and stopped due to the bidding process and that council needs to know what problems the landlords are having. Mrs. Fallows explained that she did not want to complain

in case the same inspector had to reinspect her rental for fear he would be tougher on her. Mr. Norcross discussed that the landlords that are here care about their properties.

Ms. Lynest-Second Street explained that she is a tenant and does not want her privacy invaded by the Borough's inspector, if there is something wrong in the home; she calls her landlords to correct the issue. Mayor Scheffler explained that there is a lot of misinformation about the inspections and that the inspectors are looking for safety issues to protect the housing stock in the Borough. The inspectors are professional and look at safety issues, fire requirements and also heaters. Ms. Lynest inquired as to why the problem properties cannot be inspected first. Mayor Scheffler explained that the Borough cannot single out a property. There are many homes in need of repair and some tenants do not have water or heat.

Mr. O'Connor-E. Broad Street discussed that he is tired of hearing that all landlords are bad and do not keep up their properties. There are a lot of good landlords.

Mr. Brooks-Delran inquired as to what happens if a tenant does not want to allow the inspector into the home. Mayor Scheffler explained that the landlord should have it as part of the lease to allow inspectors into the units. Mr. Rosenberg will review the question for Borough Council.

Mrs. Byers-Riverton discussed that she thought there would be a penalty if you did not register your rental unit. Mayor Scheffler explained that the Borough will be looking at the issue as soon as the new inspectors start.

Resident-West Second Street inquired as to what is inspected for safety. Mayor Scheffler explained that there is a reference on the website and also the request that Mrs. Kilmer sent to the Borough about the need for inspecting rental properties is on the website. The checklist for what inspectors are looking for is also on the site. President Riener explained that eventually all landlords will be identified. Resident also believes that it is an invasion of her privacy. Mayor Scheffler explained that not all tenants have the benefit of contacting their landlords to correct their problems. Many landlords live out of state.

Mrs. Fallows-Moorestown inquired about what changes council is making to the ordinance and when the public will be able to see them. Mayor Scheffler explained that due to the lawsuits that are ongoing it cannot be brought to council yet. Mrs. Fallows would like to have the inspections be good for a longer period of time.

Mr. Kay-West Second Street discussed that by figuring out the number of payments to CGP & H it does not match the amount of inspections. Ms. Arnold discussed that her email from Mrs. Kilmer says that there were 122 total inspections with 213 registrations. Mr. Kay discussed that it is a far cry from 200 inspections. Mr. Kay inquired as to who someone call to see if a property is registered. Ms. Byers-Riverton discussed that she is hoping that with the new company there is an oversight of support if there is an issue. Mayor Scheffler explained that if there is a problem with any inspector from the Borough, Mrs. Kilmer or Mr. Gural should be contacted.

Ms. Veitenheimer inquired about the vacant properties ordinance. Mrs. Sheipe explained that the Borough has received many vacant properties registered for the first and second year.

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 voted in favor of the motion.

CLOSED SESSION. Resolution No. 2014-84, Resolution Excluding The Public From Certain Meetings Pursuant To Section 8 Of The Open Public Meeting Act C. 231 P.L. 1975. (Litigation)

President Riener made a motion to approve the resolution, Mr. Norcross second the motion. At the call of the roll, the vote was:

AYES: President Riener, Mr. Nowicki, Ms. Arnold, Mr. Norcross.

NAYES: None. Council went into executive session at 9:40 pm.

Adjournment. President Riener made a motion to adjourn at 11:10 pm, Mr. Nowicki second the motion. All members present voted in favor of the motion.