

**BOROUGH OF PALMYRA  
MINUTES-March 4, 2013**

**CALL TO ORDER**

**ROLL CALL:**

**Present:** Mayor Scheffler, President Dorworth, Mrs. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mr. Norcross.

**Absent:** Mr. Bostock.

**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.** Mrs. Riener made a motion to approve the minutes from February 19, 2013, Ms. Dobbs second the motion. All members present voted in favor of the motion. Mr. Norcross abstained from the vote.

**COORESPONDENCE.**

A. Letter of Commendation from Pregnancy Center Maternal Care Christian Academy. Mayor Scheffler explained that this is a letter of thanks to Tom Ryan and the public works department for going out of their way to help the center.

B. Letter from DOT-Safe Routes to School-Charles Street Pedestrian Crossing. Mayor Scheffler reported that the Department of Transportation has again declined the grant funds for a pedestrian crosswalk at Cinnaminson Avenue and Charles Street. The borough has applied for the funding for the last several years and has not gained approval.

C. Orchard Friends School-request for annual APPLE 5k Walk/Run. Chief Pearlman will contact the sponsor to make sure that the Harbour Association has given the organization permission to run through their streets. Chief Pearlman will report back to council at the meeting of March 18<sup>th</sup>.

D. Letter of Resignation from Jennifer Fratto. Resolution 2013-62, Resolution Accepting

The Resignation from Jennifer Fratto from the Palmyra Borough Police Department. Mr. Norcross made a motion to approve the resolution, President Dorworth second the motion. At the call of the roll, the vote was:

AYES: President Dorworth, Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mr. Norcross.

NAYES: None.

E. Mayor Scheffler reminded everyone that the budget hearing will be held on Saturday, March 9<sup>th</sup> at 8am. Mayor Scheffler discussed that she had read to the student at Charles Street School as part of Read Across America and that she will be talking to the fourth grade class about local government. Mrs. Ragomo Tait discussed that she has also been asked to talk to one of the fourth grade classes.

### PROFESSIONAL UPDATES.

A. Environmental Resolutions-Mr. Kirchner reported that the lowest bidder for the gas firehouse generator was Ronald Janney E.C. Mr. Dreby informed council that the fire department will reimburse for the remaining funds of the award that are not available through the boroughs capital fund. Mr. Kirchner informed council that the HVAC system needs more work and that he will have a change order for the cosmetic work and the carpet in the court room. The closets in the hallway will also be flipped to the other side. Mr. Kirchner submitted proposals for capital projects-carport for the police vehicles and for a pedestrian crossing light at the intersection of Charles and Cinnaminson Avenue. Mr. Gural discussed that there would also need to be a capital line item for signs for the entire borough. Mr. Kirchner explained that by new regulations all of the signs must be a certain height and that there has to be an inventory completed of all of the signs in the borough. The majority of the signs need to be replace due to wear and tear and also the new emergency snow route signs need to be ordered. Mr. Kirchner is proposing a construction cost of \$20,000 and \$21,000 for engineering. Market Street-the water company has sent notices to all of the homeowners involved for the work that needs to be completed.

### RESOLUTIONS.

A. Resolution 2013-37, Resolution Authorizing Award Of Contract To Central Jersey Waste And Recycling Inc. For Trash Removal. Mayor Scheffler requested that this resolution be held until after the budget meeting on March 9, 2013.

B. Resolution 2013-61, Resolution Modifying The Authorized Representative From Engineer To Borough Administrator For All Resolutions Related To The NJEIT Loan Program For Borough Of Palmyra. Mr. Kirchner explained that this resolution changes the representative from Environmental Resolutions to John Gural, as the administrator due to new regulations requiring the appointment to be a full time employee of the Borough. Mr. Norcross made a motion to approve the resolution, Mrs. Ragomo Tait second the motion, at the call of the roll, the vote was:

AYES: President Dorworth, Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mr. Norcross.

NAYES: None.

C. Bingo License-Independence Fire Co. #1-April 14<sup>th</sup>. Mr. Norcross made a motion to approve the license, Mrs. Ragomo Tait second the motion. All members present voted in favor of the motion, President Dorworth abstained.

## DISCUSSION ITEMS.

A. **Safety and Injury Prevention Program-Public Works and Sewer Dept.** Mr. Gural informed council that this will be an amendment to the Personnel Policies and Procedures Manual. The information was prepared by Tracy Kilmer and will be introduced for first reading at the March 18<sup>th</sup> council meeting.

B. **Wellness Policy.** Mayor Scheffler explained that the Burlington County JIF has a wellness program and is looking for support of council. The resolution will be placed on the next meeting agenda.

C. **YMCA/CGP & H Grant.** Mr. Gural informed council that CGP & H would like to work on a grant with the YMCA for a tennis program at Legion Field. The program would be run by the US Tennis Association (USTA). The resolution for approval for CGP & H will be on the next agenda.

D. **Code Enforcement.** Mrs. Riener discussed that Mount Laurel has completed a billboard case that was filed against them and it was decided in Mount Laurels favor. Mrs. Riener would like to see more restrictions on the billboards in the borough and has been working with Mrs. Kilmer on the matter. Mrs. Riener discussed that there needs to be a mechanism for the code enforcement officer to shorten the time period for the removal of trash. There is a 7 day abatement period and by that time the trash company has removed the trash. Mrs. Kilmer explained that some of the violations could be paid as a ticket instead of a court appearance. This would require approval by the Judge. Mayor Scheffler would like to have Mr. Rosenberg review the issue for the next council meeting. Mr. Norcross discussed shortening the time. Mr. Gural informed council that in several towns the police department has the ability to write a ticket on the spot for the violations. Mrs. Riener inquired about having a hang tag placed on the property as a warning system.

E. **Gold and Silver, Precious Gems Licensing.** Chief Pearlman discussed that he has been working on an ordinance to have the sale and purchase of gems, gold and silver licenses as a way to help the department with stolen merchandise.

F. **Vision and Mission Statement for Borough update.** Hold for next work session.

G. **BID ordinance.** held over.

H. **Harry Fox** informed council that the DEP will approve the clean-up of the ditch and removal of the debris from the ditch that is adjacent to Willow Shore and Firth Lane. The funds will come from FEMA.

Administrator Report. Mr. Gural informed council that the steering committee for the BDA would be on the next agenda.

PUBLIC COMMENTS. President Dorworth 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. Marren discussed with council that a property next to his is in foreclosure and that there is a tree overhanging his property that is going to fall. He has had the limbs removed from his side, but the actual tree is ready to fall. Mr. Marren discussed that he does not feel that he should have to pay for the maintenance of the tree since it is located on the neighbor's property. There are also code enforcement issues with the property. Mr. Rosenberg recommended that Mr. Marren send the owner or the responsible person a letter about the tree and that he is putting them on notice about possible property damages.

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

CLOSED SESSION. Resolution No. 2013-63, 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). Ms. Dobbs made a motion to approve the resolution, Mrs. Riener second the motion. At the call of the roll, the vote was:

**AYES:** President Dorworth, Mrs. Dobbs, Mrs. Riener, Mrs. Ragomo Tait.

**NAYES: None. Council went into executive session at 8:05 pm**

**Adjournment. President Dorworth made a motion to adjourn at 8:45pm, Ms. Dobbs second the motion. All members present voted in favor of the motion.**