

**BOROUGH OF PALMYRA  
MINUTES-November 18, 2013**

**CALL TO ORDER.**

**ROLL CALL:**

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

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**APPROVAL OF MINUTES.** Mr. Norcross made a motion to approve the minutes from November 4, 2013, Mr. Bostock second the motion. At the call of the roll, the vote was:

**AYES:** Mrs. Riener, Mr. Bostock, Mrs. Ragomo Tait, Mr. Norcross.  
**NAYES:** None.

**CORRESPONDENCE.**

A. **Veterans Day-**Mayor Scheffler presented Thomas McElwee with a Certificate of Appreciation honoring him as a Veteran and also for all of his work on the War Memorial Committee and dedication to the War Memorial Park. Tom McElwee proudly served in the US Coast Guards as Engineman Third Class during the Vietnam War; he was assigned to a flotilla under the command of the US Navy and deployed to the Mekong Delta in Vietnam. His awards and medals among others include: Good Conduct Medal, National Defense Service Medal, Gold Lifesaving Medal, Silver Lifesaving Medal, Vietnam Service Medal, Expert Rifle and Pistol Medal. Mayor Scheffler explained that Mr. McElwee has work tirelessly in supporting our armed forces deployed overseas, welcoming home returning service members and honoring military veterans through his involvement with various organizations. Mr. Norcross explained that Mr. McElwee was

one of the original members of the War Memorial Committee and that he would like to thank all veterans.

**PROFESSIONAL UPDATES.**

Environmental Resolutions-William Kirchner review the resolution for award of engineering services for the sludge thickening project and change order for Parry Avenue.

**ORDINANCES ON FIRST READING. (public hearing-December 16, 2013).** Mayor Scheffler informed council that due to the ordinance having to go in front of the State Local Board of Finance, the meeting for December will be held on December 16<sup>th</sup> instead of December, since the Board does not meet until December 11<sup>th</sup>. The consensus of council agreed to hold the December meeting on December 16<sup>th</sup> at 7pm.

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 title into the record. This ordinance allows for the funding for equipment and vehicles for the sewer department as well as the project for the sludge thickening and improvements to the sewer plant. Mr. Norcross made a motion to adopt the ordinance on first reading, Mrs. Riener second the motion. At the call of the roll, the vote was:

AYES: Mrs. Riener, Mr. Bostock, Mrs. Ragomo Tait, 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 December 16, 2013 at 7pm.

**NEW BUSINESS. Consent Agenda-** Items A-H 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. Norcross made a motion to approve the consent agenda, Mr. Bostock second the motion. At the call of the roll, the vote was:

AYES: Mrs. Riener, Mr. Bostock, Mrs. Ragomo Tait, Mr. Norcross.

NAYES: None. \_

A. **Resolution 2013-242, Resolution Awarding Contract To Premier Environmental Solutions LLC For Disposal Of Leaves In The Amount Of \$6.00 Per Yard Expiring December 31, 2013.**

B. **Resolution 2013-243, Resolution Awarding Engineering Services For The Sludge Thickening And Odor Control Project To Environmental Resolutions Inc. In The Amount Of \$250,000.**

C. **Resolution 2013-244, Resolution Authorizing The Cancellation Of Taxes For A Totally Disabled Veteran For Carlton and Hannah Lindsay Located At Block 134, Lot 12 Tax Year 2013 And Thereafter and Refunding Taxes Paid.**

D. **Resolution 2013-245, Resolution Authorizing A Change Order For Parry Avenue-Phase II To F & P Contractors In The Amount Of \$5,745.11.**

E. **Resolution 2013-246, Resolution Of The Borough Council Of Palmyra Authorizing The Sale Of Property No Longer Needed For Public Use On An Online Auction. (1979 Dodge Pick Up)**

F. **Resolution 2013-247, Resolution Authorizing The Sale Of Abandoned Bicycles By The Borough Of Palmyra Police Department On December 1, 2013.**

G. **Resolution 2013-248, Resolution Authorizing The Payment Of Bills For The Month Of**

October, 2013 In The Amount Of \$184,406.67.

H. Resolution 2013-249, Resolution Authorizing Application To The Local Finance Board Pursuant To N.J. S.A. 40A: 2-7 and N.J. S. A. 58:11B-9

**COMMITTEE REPORT.**

**Public Buildings and Grounds-**Mr. Norcross reported that Legion Field has a new scoreboard that was provided by donations.

**Public Events-**Mrs. Ragomo Tait reported that there will be tree lighting on December 6<sup>th</sup> and Santa will come to town. A movie night will be held at the Community Center on December 20<sup>th</sup>.

**Land Use Board, Shade Tree-** Mrs. Reiner reported that the Shade Tree Committee has completed a planting of the trees for the year. The Land Use Board did not meet in October.

**Public Safety-** Chief Pearlman reported that the police department report is on file.

**PUBLIC COMMENTS.** Mrs. Ragomo Tait 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. Schwering-Garfield Avenue inquired as to how many trees were actually planted. Mrs. Riener replied that there were 32 new trees planted throughout the Borough.

Mr. McDougall-Cinnaminson discussed that he had received a letter from Mrs. Kilmer about the property inspections for the rentals and that it was passed due for scheduling. Mr. McDougall explained that he was under the impression from the ordinance that there was no defined time to have to schedule the inspection. Mr. Rosenberg replied that he had reviewed the ordinance and that section 6 says that the property inspection will be scheduled by the housing department, there is no November deadline. The landlords do not have to call to schedule; the housing department will call the landlords to schedule the inspection. Mr. Rosenberg explained that the housing department will give the landlords the time and date of the inspection and will attempt to work with the landlords for a convenient time. Mr. McDougall inquired if the inspections would be schedule over the next year. Mr. Rosenberg replied that the housing department will determine when the inspection is schedule and that with limited resources it could be in the next year.

Mr. Radar-Harbour Drive-inquired if there is an ordinance concerning salaries for the employees. Mayor Scheffler replied that an ordinance is completed every year regulating salaries. Mr. Radar inquired if the ordinance states the department salary or the number of employees in each department. Mr. Radar also discussed that the CFO position was vacant at a salary of \$83,000 and the new resolutions of appointment is for \$50.00 an hour. Mr. Radar inquired as to why such an increase. Mayor Scheffler explained that the previous CFO position was full time with benefits and that the Borough has hired Mrs. Lewis back as a temporary part time CFO with fewer hours. Mr. Gural explained that Mrs. Lewis only works about 5-10 hours a week and was appointed to the end of the year. Mr. Radar inquired if the part time position is working out for the Borough why consider a full time.

Mr. Smith-Van Sant discussed that the Borough needs to consider composting the leaves to save money and it is better for the environment. Mayor Scheffler explained that there are different permits need to allow the Borough to composted the leaves. Mr. Smith discussed that at last month's meeting Mr. Rosenberg made a comment that was unprofessional to a landlord.

Mr. Schwering-Garfield inquired if the Governor's visit was about the sewer plant and the request of a loan from the State. Mayor Scheffler explained that she has been working with the Governor before the visit about the sewer plant, but the visit did not pertain to that issue. Mr. Schwering inquired if the ordinance on first reading this evening was just for the loan? Mayor Scheffler explained that the amount also includes necessary equipment and vehicles needed for the sewer department. Mr. Schwering informed council that it is hard to get in touch with the housing

inspectors by phone, but after he sent an email, he heard right away. Mr. Gural explained that CPG & H has moved their location and that the same phone number is still working, but they have new extensions. He will post the information on the website.

Ms. Veitenheimer-Rowland Street inquired as to why the title of the bond ordinance states a larger amount than the loan for the sewer plant. Mayor Scheffler replied that part of the bond ordinance includes the equipment and vehicles needed for the sewer department which adds to the total amount. Mrs. Veitenheimer inquired as to why when she clicks on some of the ordinances she cannot see the full ordinance and that the past year ordinances are not on the site. Mr. Gural replied every ordinance this year is on the website and that the Borough's code will be update with codification next year. Ms. Veitenheimer inquired as to why the current year salary ordinance is not on the website. Mr. Gural explained that as part of the Best Practices required by the state it only has to be available in the clerk's office for review.

Mr. McElwee-Columbia Avenue thanked council for the certificate and that there are four other members on the War Memorial Committee. Mrs. Riener discussed that the Historical Society is highlighting some of the veterans at their next presentation.

Mr. Radar-Harbour Drive inquired why on the website under employees there is a required password. Mr. Gural explained that the page is just for employees to review for their information pertaining to notices, handbook, pension and that only borough employees have access to the page.

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. 2013-250, Resolution Excluding The Public From Certain Meetings Pursuant To Section 8 Of The Open Public Meeting Act C. 231 P.L. 1975. (Litigation, contracts, personnel)** Mr. Norcross made a motion to approve the resolution, Ms. Dobbs second the motion. At the call of the roll, the vote was:

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

**NAYES:** None. Council went into executive session at 7:50 pm.

**Council returned to public session at 8:48pm.**

**Adjournment.** Mr. Bostock made a motion to adjourn at 8:49 pm, Mr. Norcross second the motion. All members present voted in favor of the motion.