

Borough of Palmyra
Minutes-June 15, 2015

CALL TO ORDER.

PLEDGE OF ALLEGIANCE.

ROLL CALL.

PRESENT: Mayor Scheffler, President Dobbs, Mrs. Tait, Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Howard.

ABSENT: Ms. Kane (student representative).

MOMENT OF SILENCE.

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, 2015.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 7, 2015.
- C. Notice to All Council Members.

APPROVAL OF MINUTES- Mr. Bostock made a motion to approve the minutes from June 1, 2015, President Dobbs second the motion. All members present voted in favor of the motion.

CORRESPONDENCE.

- A. Thank you card from Kareemah Press for the fruit basket during her illness.

PROFESSIONAL UPDATES.

A. **Environmental Resolutions-**William Kirchner reviewed the South Broad Street DOT grant. The project will include new curbs and parking areas being designated. There will be angle parking and parallel parking. People park on the grass strip now that belongs to NJ Transit. Mr. Kirchner will proceed with a final design and also arrange a meeting with the neighbors in the area to get their input on the project. Ms. Arnold inquired about the cost of the project. Mr. Kirchner explained that the cost will be about \$400,000 and that some of the funds are coming from the grant. Mr. Kirchner gave an update on the Tri-boro Vets property, the field work has been completed and the Borough can make application to the Land Use Board for bulk variances. Mr. Rosenberg informed council that he will research if he can make the Land Use Board application on behalf of the Borough. Mr. Gural explained that everything conforms except the depth of the property. Mr. Kirchner discussed vacating some of the area roads to the adjoining properties around Philadelphia Sign and Callaghan's as the commercial businesses are the main ones that use the roadway and should be responsible for maintaining it. Mrs. Tait inquired as to the benefit of vacating the streets. Mr. Gural explained that the Borough will never receive a grant to repair the streets due to their location. Mr. Kirchner informed council that the bid for the On-Call Contractor

will be due on July 1st at 10am. The sewer plant project is moving along. Mayor Scheffler thanked Environmental Resolutions and also Brian Monaghan, Risk Management Consultant for their donations to CHOP.

B. JIF- Brian Monaghan of TC Irons and Haines & Haines, the Borough's Risk Manager gave a brief history of the JIF and that Palmyra joined in 2011. Mr. Monaghan explained that the Borough's Safety Committee which is Chaired by Tracy Kilmer is the poster child of the JIF. The Safety Committee involves the Public Works, Administration, Police Department and Fire Department. Mr. Monaghan explained that the worker compensation claims have dropped since the formation of the committee. The loss ratio is under 50%.

C. Environmental Resource Management-Mr. Nowicki stepped down from the dais. Mr. Gural reviewed the report from Mr. Hogue. Mr. Hogue had met with the DEP on June 3rd to discuss the pending remedial investigation for the munitions and explosives of concern (MEC). The NJDEP authorized a disbursement of \$87,084 from existing HDSRF grant money to move forward with planning and permitting effort associated with the MEC RI filed effort that are to begin November 1st. The website continues to be accessed by interested redevelopers. Mr. Gural reported that Mr. Hogue also completed a travel scholarship application for Mayor Scheffler for the Brownfields Conference in Chicago. Mr. Nowicki returned to the dais.

RESOLUTIONS. Consent Agenda- Resolution 2015-106, 2015-115-to Resolution 2015-121 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 requested that Resolution 2015-106 be tabled. Mayor Scheffler read the resolution titles into the record. Mr. Bostock made a motion to approve the consent agenda, President Dobbs second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Mrs. Tait, Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Howard.

NAYES: None.

- A. Resolution 2015-106, Resolution Authorizing Mayor To Execute Memorandum Of Understanding With Real Results Basketball. (tabled)
- B. Resolution 2015-115, Resolution To Cancel Outstanding Checks.
- C. Resolution 2015-116, Resolution Approving Change Order #1 For Garozzo & Scimeca Construction Inc. In The Amount Of \$8,000. For The Borough Hall Door Replacement Project.
- D. Resolution 2015-117, Resolution Requesting Approval Of Items Of Revenue And Appropriation NJSA 40A: 4-87 Chapter 159(Clean Communities).
- E. Resolution 2015-118, Resolution Authorizing 2015-2016 Liquor Licenses Renewals.
- F. Resolution 2015-119, Resolution To Cancel Outstanding Checks For The Borough Municipal Court.
- G. Resolution 2015-120, Resolution Authorizing The Submission Of A Request For A Declaratory Judgement To The Burlington County Judiciary, Honorable Judge Ronald Bookbinder, To Request Protection From Builder's Remedy Lawsuits While Borough Works To Comply With Recent Supreme Court Decision On COAH(M-392 September Term 2014, decided) March 10, 2015 And To Simultaneously Request That The Five Month Plan Preparation Period Begin Upon The Court's Determination Of Palmyra's Municipal New Construction (Prospective) Affordable Housing Obligation.
- H. Resolution 2015-121, Resolution Authorizing The Payment Of Bills for The Month Of June 2015 In The Amount Of \$1,645,540.26.
- I. Approval of Treasurer's Report. Ms. Arnold made a motion to approve the treasurer's report, Mr. Bostock second the motion. All members voted in favor of the motion.

ADMINISTRATOR REPORT.

A. Municipal Liens. Mr. Gural discussed that the Borough has liens on 12 properties in the Borough obtained mostly from tax sales that no one else bid on. The Borough does not have the funds to foreclose on all of them. The smaller lots are from homes being sold and the additional lot was not included in the sale of the home. The Borough is allowed to sell it to adjoining homeowners.

B. 2015 Capital Ordinance Requests. The Borough refinanced temporary bond anticipation notes a few months ago. In August they will be converted to permanent financing. The bulk of the debt service goes back about 6 or 7 years. There are items on the list for capital projects that council was opened to at budget time. Mayor Scheffler requested that Mr. Gural send a list to all councilmembers so that they can review it. Mr. Gural explained that the 2014 items that were unfunded will be rolled into the bond issue.

D. Striping of Roadways-Mr. Gural discussed that there has been a lot of request for stripping of the roadways and crosswalks. The On-Call Contractor Contract that can be awarded after the bid opening on July 1st will be able to handle the issue.

E. Community Center Storage-Mr. Gural will send a letter out about the groups using the center needing to share the storage space.

F. NJLM Convention. There are funds available in the budget for councilmembers to attend the New Jersey League of Municipalities Convention in November.

G. OPMA & OPRA-Senator Weinberg is pushing for the rules to be amended again concerning the Open Public Meetings Act-she is wanting minutes and reports done if subcommittee of elected officials meet with two or more members, but not a quorum. Senator Weinberg would also like to have the subcommittees meeting advertised.

H. Tax Appeals. Mr. Gural reported that the tax assessor Mr. McMahon was successful in having to do only minor adjustments as the result of tax appeals. The commercial and industrial properties filed directly with the tax court.

I. Real Property Assessment Demonstration Program. Burlington County will proceed with this program for the 2017 tax year. The program will be very invasive to residents. The program requires that 20% of the properties will have to be assessed every year and the Borough assessment rate will be set from them. Mayor Scheffler explained that she had attend a meeting about the program and that the county had stated that before the program was adopted they would hold another meeting.

J. Sewer Ordinance Amendments. Mr. Gural inquired if the subcommittee would like to meet again on the ordinance or proceed with it as is.

K. Code Enforcement Officer update-Ms. Arnold reported that the committee has narrowed it down to three candidates and that they will be interviewed.

L. Traffic/Stop signs-Mr. Howard explained that he had requested this be on the agenda. The corner of Legion and 6th needs to be reviewed for stop signs. Mayor Scheffler requested that the intersection of Morgan and Elm be reviewed also. Mayor Scheffler discussed that one side of Elm is in Riverton, but perhaps a stop sign could be at Second and Morgan to slow the traffic down. Chief Pearlman will review the intersections and make a recommendation to council.

M Borough Hall Doors/controlled access-Mr. Gural reported that the project is moving along and that the key fobs are now active on all of the doors and that employees and council should use the side door if Borough Hall is not opened. The front doors are set on a schedule to lock and unlock at specific times.

N. Sick Leave-proposed policy-Mr. Gural informed council that he had presented the plan at the staff meeting this morning and that he had informed the employees that it would go into effect in January, 2016. Mr. Gural requested that council give permission to offer 3 additional PTO days this year for full time and 2 additional days for part time employees.

COMMITTEE REPORTS.

Youth and Recreation- Mr. Howard reported that a letter was sent home from school about starting a new basketball league and inquiring if anyone want to join or volunteer their time. The YMCA starts this month and that 45 Palmyra students received a scholarship to attend the camp. The various churches in the Borough also hold vacation bible school for the students.

Construction/Board of Education- Ms. Arnold reported that the committee is still working on the sign ordinance and that they are in the process of setting up interviews for code construction. The High School graduation is this Friday.

Public Events- Mrs. Tait reported that the summer schedule for the band shell is on the website. Bands will be playing. August 4th is National Night Out and the Borough will be giving out backpacks to students.

Public Works/Sewer- President Dobbs reported that the public works/sewer department report is on file and has been given to councilmembers. The public works department received their new vehicle. President Dobbs had received a thank you for public works and Shade Tree for tree and sidewalk work on Henry Street.

Public Safety/Administration- Mayor Scheffler requested that the limbs on the tree on Spring Garden Street between Filbert and Park be looked at by public works and shade tree committee. Mayor Scheffler thanked the Palmyra Police Department for the excellent NJ LEO Torch Run. Palmyra Police Department and Riverton Police Department raised the most funds through their fundraisers for Special Olympics.

PUBLIC COMMENT. President Dobbs made a motion to open the meeting for public comment, Mrs. Tait second the motion. All members present voted in favor of the motion.

Mr. Hinshillwood-Cinnaminson Avenue inquired if council had discussed any changes to the rental ordinance. Mayor Scheffler replied that the ordinance is schedule for a public hearing on July 6th. No one else wishing to be heard, President Dobbs made a motion to close the public portion, Mrs. Tait second the motion. All members present voted in favor of the motion.

CLOSED SESSION.

Resolution 2015-122, Resolution Excluding the Public From Certain Meetings Pursuant To Section 8 Of the Open Public Meeting Act C. 231 P. L. 1975. (Litigation, personnel). President Dobbs made a motion to approve the resolution, Mr. Nowicki second the motion. At the call of the roll, the vote was:

AYES: President Dobbs, Mrs. Tait, Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Howard.

NAYES: None. Council went into executive session at 7:35pm.

Council returned to public session at 8:16 pm.

No further action was taken.

ADJOURNMENT. Mrs. Tait made a motion to adjourn at 8:18 pm, Mr. Nowicki second the motion. All members present voted in favor of the motion.