

**BOROUGH OF PALMYRA
BOROUGH COUNCIL MINUTES
MARCH 21, 2016**

CALL TO ORDER.

SALUTE TO THE FLAG.

MOMENT OF SILENCE.

OPEN PUBLIC MEETING STATEMENT

Public Notice of this meeting pursuant to the Open Public Meeting Act has been given by the Municipal Clerk in the following manner:

- A. Posting written notice on the Official Bulletin Board at the Palmyra Borough Hall on January 10, 2016.
- B. Mailing written notice to the Burlington County Times, Courier Post newspaper on January 10, 2016.
- C. Notice to all Council.

ROLL CALL: Present: Mayor Michelle Arnold, President Norcross, Mrs. Tait, Ms. Tucker, Mr. Kearney, Mr. Howard, Mr. Yetter.
Absent: None.

INVOCATION: Pastor Shinn of Bethany Lutheran Church gave the invocation.

APPROVAL OF MINUTES- Mayor Arnold requested two changes to the grammar in the minutes. President Norcross made a motion to approve the minutes with the changes, Mr. Howard second the motion. All members present voted in favor of the motion.

CORRESPONDENCE.

A thank you card from Renay Montgomery and a thank you card from Tubic Family was received for fruit baskets sent to their families upon a death in the family. Delran Sewer Billing-Chief Pearlman pointed out that his sewer billing from Delran Township was \$177 a quarter after Delran had dissolved the utility authority to save money and that he want Council to know that Palmyra's fees were lower than average.

COMMUNITY SPOTLIGHT. Mayor Arnold explained that this section of the agenda is for groups or individual to announce or discussed that events are happening with their organizations.

A. Highland Avenue-Chief Pearlman informed council that complaints were received about speeding on Highland and also recommendation for a stop sign. Highland Avenue is a County controlled road so the speed limit and stop sign would have to be approved by the County. Chief Pearlman will have the electronic sign put on the street about speeding and increases the patrols for a while to see what is going on. Mayor Arnold discussed it is easy to speed coming down the hill on Highland and that if residents reach out to her or council their concerns will be addressed.

B. Palmyra Senior Citizen Program-501 (c)-Mr. Gural informed council that the Senior Program has been awarded their 501C and this means that they are a registered non-profit and can accept donations from businesses and individuals who then can claim it on their income tax as a deduction.

C. Egg Hunt- Mayor Arnold announced that the egg hunt will be held on Saturday, March 26 at 10am at Legion Field.

D. Ronald McDonald House-Mrs. Adams third grade class from the Charles Street School made a presentation to the Mayor and Borough Council concerning the collection of tabs from soda cans. The students have been collecting the tabs for the Ronald McDonald House who then recycle the tabs for funds that are used for the activities and support of the Ronald McDonald House. Mrs. Adams discussed that the class also gave a presentation at the Board of Education meeting. The class requested that the buckets for the collection of the tabs be allowed at Borough Hall and also at the Community Center. Resolution 2016-107, Resolution Authorizing The Placement Of Collection Buckets For The Collection of Can Tabs By Mrs. Adams Class At All Borough Properties. President Norcross made a motion to approve the resolution, Mrs. Tait second the motion. All members present voted in favor of the motion.

DISCUSSION ITEMS.

A. Energy Aggregation-BCBC request for Ordinance-Mr. Gural explained that state law allows for deregulated energy consumption to be made available to the consumers. Burlington County Freeholders are requesting that Borough Council adopted an ordinance to become a member of the Burlington County Energy Aggregation Program. Mr. Gural recommend adopting the ordinance by title this evening and having them give a presentation at the April 18th meeting. Ordinance 2016-4, Ordinance of the Borough of Palmyra By Which The Borough Becomes A Member Of the Burlington County Energy Aggregation Program. President Norcross made a motion to adopt the ordinance on first reading, Mr. Howard second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Ms. Tucker, Mr. Kearney, Mr. Howard, Mr. Yetter.

NAYES: None. The ordinance will be heard on second and final reading after a public hearing to be held on April 18, 2016 at 7pm.

B. School Resource Officer- Mr. Gural discussed that the Board of Education and Borough Council has been discussing the need for a school resource officer for the schools. The officer would be a full time officer with the police department and when not needed at the school would work for the Borough as an officer. Borough Council has included the position in the 2016 budget. Mrs. Tait inquired if the school was going to hold a public hearing discussing what the duties of the officer would be. Mayor Arnold replied that all of the details concerning set duties and time have not been resolved.

CLOSED SESSION. Mayor Arnold explained that there is a need to go into an executive session at this section of the meeting and that Council will return to public session for further action.

Resolution 2016-108, Resolution Excluding the Public From Certain Meetings Pursuant To Section 8 Of the Open Public Meeting Act C. 231 P. L. 1975. (Litigation). President Norcross made a motion to approve the resolution, Ms. Tucker second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Ms. Tucker, Mr. Kearney, Mr. Howard, Mr. Yetter.

NAYES: None. Council went into executive session at 7:25pm

Council returned to public session at 8:01pm.

PUBLIC PORTION- This public portion is for discussion on professional updates, resolutions and ordinances listed on the agenda. Please sign in and state your name and address for the record. Council will give all comments appropriate consideration. Each citizen will be allotted up to five (5) minutes to speak, in order to allow everyone an opportunity to ask questions and express their opinions or concerns. Please direct all comments to the Mayor. Each resident may only speak once during each public portion. President Norcross made a motion to open the meeting to the public for matters listed on the agenda, Ms. Tucker second the motion. All members present voted in favor of the motion.

Mr. Rader-Harbour Drive- inquired about 2016-93, authorizing duplicate tax certificate and if the Borough charges for them. Ms. Johns, tax collector responded that they are normally charged a fee for a duplicate, but this time the fee is waived due to the certificate being lost in the mail. Mr. Rader inquired about 2016-101, award of partition wall and could he obtain a copy of the proposal or bid. Mr. Rader inquired if the raffle tickets for the basket could be sold anywhere or just that day. Mrs. Sheipe explained that it is an on premise raffle which means tickets are sold that day.

Ms. Bullock-Arch Street inquired about an update for 4th Street and has any consideration been given for a timeframe. Mayor Arnold replied that it has been looked into and discussed, but different days and different times would be confusing for residents and visitors. Ms. Bullock inquired if consideration has been given to just make it one way from September to June while school is in session. Mayor Arnold explained that the signage would have to be constantly changed and that there are events at the school over the vacation times. Chief Pearlman explained that the signage would include one way signs, do not enter signs and no parking signs. President Norcross explained that it would be confusing and put extra stress on the police department to monitor. Ms. Bullock inquired if councilmembers have been to the school during the times to see the traffic when parents drop off their children and if they would drop them off on Delaware Avenue there wouldn't be a problem with the traffic. Mayor Arnold explained that everything has been taken into consideration and that the public will have a chance to express their concerns or support when the public meeting is scheduled.

Mrs. Holloway-Broad Street inquired why the school doesn't use 5th Street for a drop off as there are 2 exit doors for the students. Chief Pearlman explained that part of the reason is that the doors on 5th Street are used by the buses and vehicle traffic would cause more

congestion. Mrs. Holloway discussed that the school needs to open more doors on 5th Street for the students. Chief Pearlman explained that she would have to take that up with the Board of Education. Mrs. Holloway inquired about the request for a sign on Route 73 Welcoming people to Palmyra. There is a sign for Spring Garden but people are looking for Broad Street. President Norcross explained that Route 73 is part of the County roadway and also the State roadway, so everyone has to give permission for the sign depending on the location.

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

RESOLUTIONS. Consent Agenda- Resolution 2016-91-Resolution 2016-105 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. Mrs. Tait requested that 2016-104 be removed from the consent agenda. Mayor Arnold read the resolution titles into the record. Mr. Gural explained that 2016-96 appointing Ms. Weiner was going to be as an independent contractor, but Mrs. Condo, CFO consulted with the Borough's auditor and determined that she should be appointed as an employee. President Norcross made a motion to approve the consent agenda, Mr. Yetter second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Ms. Tucker, Mr. Kearney, Mr. Howard, Mr. Yetter.

NAYES: None.

A. Resolution 2016-91, Resolution Authorizing Cancellation Of Municipal Certificate Of Sale for block 156, Lots 2, 2.01, 3.01 and 6.01.

B. Resolution 2016-92, Resolution Authorizing The Tax Collector To Cancel Sewer Taxes On The Properties Listed Due To Billing Water Errors.

C. Resolution 2016-93, Resolution Authorizing The Issuance Of Duplicate Tax Sale Certificates For TWR CST For EBURY Fund 2NJ LLC.

D. Resolution 2016-94, Resolution Certify The Submission Of Expenditure For Taxes Paid Pursuant To P.L.2007 chapter 311, In 2015 In the Amount Of \$8,150.52(Recycling tonnage grant funds).

E. Resolution 2016-95, Resolution Endorsing the Submission Of The Recycling Tonnage Grant Application.

F. Resolution 2016-96, Resolution Appointing Mindie Weiner As The Community Center Scheduling Coordinator Until December 31, 2016.

G. Resolution 2016-97, Resolution Awarding A Contract To Maser Consulting For The Reconstruction Of Front Brick Stairs To Borough Hall Project In The Amount Not-To-Exceed \$13,650.

H. Resolution 2016-98, Resolution Re-appointing Corey Ahart As Municipal Court Judge For A Three Year Term Effective March 20, 2016 Until March 20, 2019 At His Annual Compensation Of \$17,612.93.

I. Resolution 2016-99, Resolution Authorizing The Administrator To Approve Payment Of ERI's Invoices For Non-Sewer Related Engineering Services.

J. Resolution 2016-100, Resolution Reappointing Tracy Kilmer As Housing Official Till April 30, 2016.

K. Resolution 2016-101, Resolution Awarding Community Center Partition Wall To J.H. Williams In The Amount Of \$20,400.

L. Resolution 2016-102, Resolution Extending The Due Date For 2016 First Half Sewer Charges Till April 25th.

M. Resolution 2016-103, Resolution Authorizing Payment Of Bills In The Amount Of \$1,956,849.56.

N. Resolution 2016-104, Resolution Authorizing Mayor Arnold To Sign The Agreement Between DEP And The Borough Of Palmyra For Grant Identifier: FS16-217 NJ Forestry Services In The Amount Of \$3,000. Mrs. Tait inquired as to what the agreement is for and what the funds will be used for. Mr. Henry, public works/sewer explained that it is a cash match for trees or planting to be used by the shade tree committee. President Norcross made a motion to approve the resolution, Mrs. Tait second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Ms. Tucker, Mr. Kearney, Mr. Howard, Mr. Yetter.

NAYES: None.

O. Resolution 2016-105, Resolution Of The Borough Of Palmyra Establishing The Annual Rates Of Compensation And/Or Hourly Rates Paid To Borough Employees.

P. Approval of Raffle Application- The Bootiki Fund(I've Got The Scoop) Fundraiser for pets. President Norcross made a motion to approve the application, Mr. Howard second the motion. All members present voted in favor of the motion.

Q. Resolution 2016-106, Resolution Authorizing And Directing The Borough Of Palmyra Land Use Board To Cause A Preliminary Investigation To Be Made Pursuant To The New Jersey Local Development And Housing Law, As To Whether A Certain Property Within The Borough Of Palmyra, Known As 620-622 Highland Avenue(Block 24, Lots 1 and 2) Is "An Area In Need Of Redevelopment" Within The Meaning And Intendment Of Said Statute. Mr. Gural explained that this resolution is the first step in the redevelopment designation for the property which belonged to the old PNC bank, it is now owned by a real estate group. There are four criteria's that need to be met to determine it a need of redevelopment. The building has been vacant for a long time and is in need of redevelopment, the roof is leaking and the building is crumbling. The owners do maintain the landscaping. Borough Council would approve the resolution to send it to the Land Use Board and Land Use Board Planner. Heyer and Gruel are the planners for the Land Use Board. They will conduct a study and present a report to the Land Use Board and if the board approves it goes back to council for approval of redevelopment. Mrs. Tait inquired if it would count towards the COAH obligation for the Borough. Mr. Gural explained that it will not contribute towards the number unless low income housing is approved, but if housing is approved it could increase the number necessary. Mr. Gural discussed that Council can make the lots housing, single family or multi-family, commercial or business zoning. President Norcross made a motion to approve the resolution, Mr. Kearney second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Ms. Tucker, Mr. Kearney, Mr. Howard, Mr. Yetter.

NAYES: None.

ADMINISTRATOR REPORT.

A. Budget introduction and update-the budget was introduced on March 12 and the public hearing is scheduled for April 18th at 7pm. The user friendly budget will appear on the website as well as the official budget.

B. Sewer bills update-the bills will be mailed out on Wednesday except the commercial billing, the Borough is still waiting for the usage from the water company.

C. New Code Books-the new code books have arrived and the code is also

available on the Borough's website. The code is updated till 12/15 and new ordinances also are listed on the website.

D. OEM simulated emergency at Callahan Chemical-Mayor Arnold reported that this was a joint effort between the Office of Emergency Management, Fire Department, EMS and Callahan Chemical. Mrs. Kilmer thanked everyone who participated and came out to help. It was a good learning experience and would like to see it done at least once a year.

E. PCNP & MEC remedial investigation update-Mr. Gural reported that the Borough is still waiting on the access agreement from National Amusements. The trees that had to be removed will be replanted as soon as possible.

F. W. 4th Street update-the borough is attempting to meet with the school to review the traffic engineer's reports.

G. AST-fuel storage and distribution project-Mr. Gural reported that the bids for the project came in over the engineers estimates and will need to be rebid. Borough Council will have to reject the bids and authorize the engineer to rebid.

H. Housing Inspectors-the RFP for the inspection of rentals and housing has been issued and is due on April 14.

I. DVRPC TCDI grant opportunities-Mr. Gural and Mr. Gerken attend the required meeting for funding for the grant program. The program still needs to be identified that the Borough would like to apply for, but the ideal grant would be for tying Route 73 into Broad Street.

J. Joint YMCA/Borough Summer Camp- the YMCA is still interested in doing their camp at the community center and more information will follow in the next few weeks.

K. Cinnaminson Ave traffic calming measures update-Chief Pearlman informed council that the traffic engineers for Burlington County have forwarded their approval to the County Freeholders for the intersection improvements of Cinnaminson Avenue and Temple. The Borough now has to wait for the Freeholders approval.

L. Defensive Driving-the first class was held and the next class is for the fire dept. on April 2 at the firehouse. There will be one more class held on April 12 for those who did not attend the first classes.

M. UCC fees-the committee will review the need for increase in the fees.

N. Noise Ordinance-information is still being gathered about amending the ordinance.

O. Cell Tower update-Mr. Gural reported that it has been confirmed that the Borough is the owner of the tower.

P. Tony's Barber Shop-the letter was sent to Tony with the approval and requirements for the repair of the wall.

Q. Laptop policy-the policy is still being worked on and council members all signed that they did receive their laptops.

R. Borough Hall improvements-Mr. Gural informed council that Maser Consulting will have an estimate on the improvements to the lunch room at the April meeting.

S. FEMA-Mrs. Kilmer, Mr. Henry and Mr. Dreby will be working on costs association with storm Jonas to see if the Borough qualifies for reimbursement from FEMA.

T. Municipal Alliance-Mr. Gural reported that a letter was sent to Mrs. Birch informing her that the Municipal Alliance should pay for the Post Prom activities. In previous years the Municipal Alliance grant always paid for the activities, the Borough stepped in to help when the grant was not available.

COMMITTEE REPORTS.

Public Buildings/Grounds- Ms. Tucker reported that there was a meeting held on March 7th and that there was discussions about opening the concession stand and restrooms the end of March. The stand needs to be painted inside. The committee would like to have keys to the restrooms so that they can assist with opening and closing of them. The committee is also looking at hiring a cleaning person for the community center.

Parks/Playgrounds- Mrs. Tait reported that the fields are being ready for the spring season. Soccer and baseball start next week.

Public works/Sewer- Mr. Yetter informed council that the committee has not met and that a meeting will be held next Tuesday.

Youth/Recreation/Shade Tree- Mr. Howard reported that baseball starts on April 9th and flag football starts on Friday nights, April 8. The trees will be delivered this week.

Construction- Mr. Kearney informed council that the committee will meet soon and review the increase needed in the UCC fees.

Business Community Development/Board of Education- President Norcross reported that there is a meeting on March 29th to develop a survey for the businesses. President Norcross inquired if flag football has given a roster that they are a mixture of Palmyra and Riverton children. Mr. Howard replied that the roster has not been developed yet due to waiting for everyone to sign up.

PUBLIC COMMENT. Please sign in and state your name and address for the record. Council will give all comments appropriate consideration. Each citizen will be allotted up to five (5) minutes to speak, in order to allow everyone an opportunity to ask questions and express their opinions or concerns. Please direct all comments to the Mayor. Each resident may only speak once during each public portion.

President Norcross made a motion to open the public portion, Mr. Howard second the motion. All members present voted in favor of the motion.

Ms. Veitenheimer-Rowland-inquired as to the different amounts that were published in the Burlington County Times and the ones that were discussed at the budget meeting. Mayor Arnold explained that the newspapers do a different calculation on all the towns so their figures are usually off. Mr. Gural explained that \$13.86 is the correct amount on the averaged assessed home. Ms. Veitenheimer discussed that she thought there was already an officer in the school. Mayor Arnold replied that there is a safety officer in the school, but that their duties and functions would be different than a police officer. President Norcross explained that a Special Resource Officer would be armed with a weapon and can make arrest, while the Safety Officer cannot. Chief Pearlman discussed that the Safety Officer mainly checks for residency issues and truancy. Ms. Veitenheimer inquired as to why the Borough is paying half of the cost for the officer. Mayor Arnold replied that the officer will be working for the Borough when he is not at the school and during vacation time. Mr. Rader-Harbour Drive discussed that he wanted to clarify the opinion of the Mayor in making policy changes at council meetings and that by the silence of council they agreed with the Mayor in the changes.

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

MAYOR AND COUNCIL COMMENTS.

President Norcross discussed that the pancake breakfast at the firehouse was a success. The Youth Summit is moving along and that he has received a quote for 60 kids at a cost of roughly \$345.00. The Burlington County Sheriff Department is purchasing t-shirts and other items for the youth and President Norcross would like the Borough to approve not to exceed \$500. for the lunch. Resolution 2016-109, Resolution Approving The Payment For Lunch For The Youth Summit In An Amount Not To Exceed \$500. Ms. Tucker made a motion to approve the resolution, Mr. Kearney second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Ms. Tucker, Mr. Kearney, Mr. Howard, Mr. Yetter.

NAYES: None.

Mayor Arnold commented that she and Mrs. Kilmer attend a seminar on secure waters by OEM and that she will be attending a network exchange with developers. The rabies clinic is on April 23. Mayor Arnold encouraged everyone to be mindful of their neighbors and to recognize the boundaries.

CLOSED SESSION.

Resolution 2016-110, Resolution Excluding the Public From Certain Meetings Pursuant To Section 8 Of the Open Public Meeting Act C. 231 P. L. 1975. (Filliet, National Amusements Litigation, Personnel). President Norcross made a motion to approve the resolution, Ms. Tucker second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Ms. Tucker, Mr. Kearney, Mr. Howard, Mr. Yetter.

NAYES: None. Council went into executive session at 9:05pm

Council returned to public session at 9:45 pm.

ADJOURNMENT. Mr. Yetter made a motion to adjourn, Ms. Tucker second the motion. All members present voted in favor on the motion. Council adjourned at 9:47pm.