

**Borough of Palmyra**  
**Regular Meeting, 7:00 PM**  
**Monday September 19<sup>th</sup>, 2016**

**A G E N D A**

**CALL TO ORDER**

**The Regular Meeting of the Borough Council of the Borough of Palmyra is hereby called to order.**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**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 10, 2016.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 10, 2016.
- C. Notice to All Council Members.

**INVOCATION**

**APPROVAL OF MINUTES** August 15, 2016 regular August 15, 2016 executive

**PROCLAMATION** Constitution Week

**CORRESPONDENCE**

Thank you card from Susan Tucker  
Thank you for a job well done Mary Meeks  
Resignation letter from Richard Mood

**PROFESSIONAL UPDATES**

Anthony LaRosa, Maser Consulting  
William Kirchner, ERI  
John Hogue, ERM

## **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 citizen may only speak once during each public portion.

## **ORDINANCES ON SECOND READING** (Public hearing)

- A. **Ordinance 2016-14** An Ordinance Of The Borough Of Palmyra Amending Chapter 230: Solid Waste Of The Code Of The Borough Of Palmyra.
- B. **Ordinance 2016-15** An Ordinance Of The Borough Of Palmyra, County of Burlington, State of New Jersey Amending Chapter 90: Vehicles and Traffic Of The Code Of The Borough Of Palmyra Regulating Parking On West Charles Street

## **ORDINANCES ON FIRST READING** (Public hearing on October 17<sup>th</sup>, 2016)

- A. **Ordinance 2016-16** An Ordinance of the Borough of Palmyra Amending Ordinance No 2015-14 Authorizing The Public Auction Of Real Property Owned By Palmyra That Is No Longer Needed For Public Use By Auction To The Highest Bidder and Authorizing The Private Sale Of Real Property Owned By Palmyra That Is No Longer Needed For Public Use To Certain Organizations Upon Nominal Consideration Pursuant to N.J.S.A. 40A:12-21

**RESOLUTIONS Consent Agenda-** Resolution 2016-212 thru Resolution 2016-2 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.

- A. **Resolution 2016-212** Resolution Appointing George Moore Janitor For The Borough of Palmyra, Effective September 6<sup>th</sup>, 2016 At An Hourly Rate Of \$15.00 Per Hour Not To Exceed 28 Hours Per Week
- B. **Resolution 2016-213** Resolution Requesting Approval Of Items Of Revenue And Appropriation N.J.S.A. 40A: 4-87 (Chapter 159) Municipal Drug Alliance Program Insertion Of Revenue In Budget Year 2016 in The Amount of 7,461.00
- C. **Resolution 2016-214** Resolution Authorizing The Cancellation Of Taxes For A Totally Disabled Veteran Located at Blk. 147.02 Lot 2 For Tax Years Partial 2015, 2016 and Thereafter and Refunding Taxes Paid
- D. **Resolution 2016-215** Resolution Requesting Approval Of Items Of Revenue And Appropriation N.J.S.A. 40A: 4-87 (Chapter 159) 2016 Small Cities CDGB Insertion Of Revenue In Budget Year 2016 in the Amount of \$100,000.00
- E. **Resolution 2016-216** Resolution Awarding A Contract to Maser Consulting for Environmental Services Regarding Preparation Of A Response Action Outcome Report For The Borough Hall UST Site Investigation Project In The Amount of \$3,000.00.
- F. **Resolution 2016-217** Resolution Of the Borough Of Palmyra To Adopt The Revised Personnel Policies And Procedures Manual (PPPM), Supervisory Supplement to the PPPM, Public Works And Sewer Department Safety and Injury Prevention Program, And Drug and Alcohol Policy (CDL)
- G. **Resolution 2016-218** Resolution Awarding A Contract To Maser Consulting For Engineering Services Regarding The Borough Hall Facility Inspection In Order To Assess Conditions And Prepare For Improvements In the Amount of \$7,950.00

- H. **Resolution 2016-219** Resolution Awarding A Contract To Maser Consulting For Engineering Services Regarding The Legion Field Facility Inspection In Order To Assess Conditions And Prepare For Improvements In The Amount Of \$6,100.00
- I. **Resolution 2016-220** Resolution Authorizing The Capital Purchase Of Recording Equipment For The Police ID/Processing Room From Gramco Business Communications Of Clifton, NJ In The Amount Of \$19,145.00
- J. **Resolution 2016-221** Resolution Of The Borough Of Palmyra Authorizing Adoption Of U.S. General Services Administration Per Diem Rates As Official Rates Reimbursed And/Or Paid To Borough Personnel For Official Authorized Travel
- K. **Resolution 2016-222** Resolution Awarding a Contract to Anvil Iron Works of Philadelphia, PA for The Fabrication And Installation Of New Metal Handrails For The Borough Hall Brick Stairs Replacement Project In The Amount Of \$6,466.00
- L. **Resolution 2016-223** Resolution Of The Borough Of Palmyra Endorsing Submittal And Certifying Maintenance Commitment For The Borough Of Palmyra's 2016 Transportation Alternatives Program (TAP) Application
- M. **Resolution 2016-224** Resolution Appointing Kathleen Deluca And Joanne Logue As Part-Time Substitute Crossing Guards For The Borough Of Palmyra For 2016
- N. **Resolution 2016-225**, Resolution Authorizing the Payment Of Bills In The Amount Of \$1,732,418.61.

### **COMMUNITY SPOTLIGHT**

- A. Ethel Hardy Park Meet & Greet – Wednesday, September 21<sup>st</sup>, 2016 5-7pm
- B. Town Wide Yard Sale – Saturday, September 17<sup>th</sup>, 2016
- C. A Discussion of Relationships in America Today – Epworth UM Church

### **DISCUSSION ITEMS**

- A. Annual Conference NJLM November 15<sup>th</sup> thru November 17<sup>th</sup>, 2016
- B. Handicap Parking on Garfield Avenue
- C. Operating Agreements with Non-profit organizations per ordinance 2016-12 (additional funding release)
- D. Community Center Rules & Regulations
- E. Proposed capital improvement projects: exterior of Borough Hall, Band Shell/ Grove area (BCMPDP), and Legion Field/Concession Stand
- F. NJDOT TAP Grant opportunity
- G. Welcome to Palmyra packets
- H. Tri-Boro Vets Building
- I. Email Usage & Retention Policy
- J. Statewide Insurance Fund Billing
- K. National Amusement International Holdings LLC
- L. NJ Shade Tree Conference
- M. National Foundation For Women's Legislators Conference
- N. Superintendent/ BOE request for relocation of mid-block crosswalk
- O. 4-way stop request at Charles Street and Park Avenue
- P. Potential dedication of Filbert Street and repaving
- Q. Sewer Licensed Operator for Riverfront
- R. Grant opportunity: FEMA's Assistance To Firefighters ( for physicals)

## **ADMINISTRATOR'S REPORT**

- A. Municipal Alliance update
- B. Riverfront road closure and sink hole update
- C. Elected Officials Liability Seminar
- D. Swift 911 Update
- E. Employee IDs
- F. Burl Co JIF Visitation Program
- G. Life Insurance for Volunteer members of Fire Department
- H. E-Waste Recycling update
- I. Fuel distribution system update
- J. Safe and Secure Grant

## **COMMITTEE REPORTS**

**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 citizen may only speak once during each public portion.

## **MAYOR AND COUNCIL COMMENTS**

## **CLOSED SESSION**

**Resolution 2016-** Resolution Excluding the Public from Certain Meetings Pursuant To Section 8 of the Open Public Meeting Act C. 231 P. L. 1975. Litigation, Contracts.

## **ADJOURNMENT**