

**BOROUGH OF PALMYRA
BOROUGH COUNCIL MINUTES
AUGUST 15th, 2016**

CALL TO ORDER

ROLL CALL

Present: Mayor Michelle Arnold, President Bryan Norcross, Mrs. Gina Tait, Mr. Edward Kearney, Mr. Tim Howard

Absent: Mr. Lewis Yetter, Ms. Shelby Tucker

PLEDGE OF ALLEGIANCE

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.

INVOCATION

Mr. John Gural gave the invocation.

APPROVAL OF MINUTES

President Norcross made a motion to approve the regular meeting minutes from August 1st 2016, Mrs. Tait second the motion. All members present voted in favor of the motion.

President Norcross made a motion to approve the executive meeting minutes from August 1st, 2016, Mr. Howard second the motion. All members present voted in favor of the motion.

CORRESPONDENCE

Mayor Arnold acknowledge receipt of a thank you card, from Renee Montgomery thanking the Borough for the fruit basket recently sent to her.

PUBLIC PORTION

This public portion is for discussion on 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.

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

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

RESOLUTIONS

Mayor Arnold requested Resolution 2016-206 be pulled from the consent agenda and enacted as a single motion.

- A. Resolution 2016-206,** Resolution Appointing Aaron Martinez To The Borough Of Palmyra Police Department With An Annual Salary Of \$37,643.74 Effective August 15,2016

President Norcross made a motion to approve Resolution 2016-206, Mr. Howard, second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Mr. Howard, Mr. Kearney

NAYES: None

Oath of Office Aaron Martinez

I Aaron Martinez do solemnly swear that I will support the Constitution of the United State and the Constitution of the State of New Jersey and I will bear true faith and allegiance to the same and to the Government established in the United States and in this State under the authority of the people. I also do solemnly swear that I will faithfully, impartially and justly perform all the duties of Patrolman for the Borough of Palmyra in Burlington County, according to the best of my ability...So help me God.

Chief Pearlman commented Mr. Martinez comes to us from Burlington City highly recommended, he was selected from over 34 candidates during our diligent search to fill this position. Mr. Martinez indicated he was 24 years old grew up in Burlington Township, he worked for Burlington City where he started out as a Class 1 Officer for 8 months, and then he went to the Cape May County Police Academy to become a class 2 officer, he worked as a class two officer for a little over a year and half with Burlington City.

ORDINANCE 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.

Mayor Arnold indicated that since this is an ongoing process which requires several additional meetings, she recommends we continue the public hearing to September 19th, 2016.

President Norcross made a motion to continue the public hearing of Ordinance 2016-14 to September 19th, 2016, Mr. Howard second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Mr. Howard, Mr. Kearney

NAYES: None

RESOLUTIONS Consent Agenda- Resolution 2016-201 thru Resolution 2016-205 and Resolution 2016-207 thru Resolution 2016-208 and Resolution 2016-210 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 Arnold requested Resolution 2016-209 be pulled from the consent agenda for additional discussion. President Norcross made a motion to approve the consent agenda, Mr. Howard second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Mr. Howard, Mr. Kearney

NAYES: None

- A. Resolution 2016-201,** Resolution Authorizing The Borough Of Palmyra To Apply To The New Jersey Department Of Community Affairs (NJDCA) For A Small Cities Public Facilities Grant Of Approximately \$400,000. To Make ADA Improvements Including Curb Cuts In The Northern Portion Of The Borough
- B. Resolution 2016-202,** Resolution Identifying Kareemah Press As The Fair Housing Officer For The Borough Of Palmyra
- C. Resolution 2016-203,** Resolution Approving The Grant Management Plan For A Small Cities Housing Rehabilitation Grant
- D. Resolution 2016-204,** Resolution Adopting The Citizen Participation Plan Developed By The Small Cities CDBG Program
- E. Resolution 2016-205,** Resolution Of The Palmyra Borough Council To Authorize The Tax Collector To Cancel Billing For The Third And Fourth Quarters of 2016 For Block 82, Lot 11 In The Amount Of \$795.72 Due To An Erroneous Assessment
- F. Resolution 2016-207,** Resolution Awarding A Contract To Golden Equipment Co.,Inc., For A Catch Basin And High Velocity Combination Sewer Cleaner (Combo Jetter/Vac Truck) Per Their Bid In The Amount Of \$310,000.00 Including \$35,000.00 Trade-In Credit For The Old Jetter

- G. **Resolution 2016-208**, Resolution Awarding A Contract To Winner Ford Of Cherry Hill, New Jersey For The Purchase of A 2016 Small Dump Truck Per Their Bid In The Amount of \$86,878.00
- H. **Resolution 2016-210**, Resolution Authorizing the Payment Of Bills In The Amount of \$1,883,867.26
- I. **Resolution 2016-209**, Resolution Of The Borough Of Palmyra To Support And Participate In The State Of New Jersey Volunteer Tuition Credit Program P.L. 1998, c.145 Service Pledge Agreement

Discussion

Mayor Arnold explained the program participation was requested by Helena Bankowski, and if adopted this would allow any volunteer firefighting or emergency medical volunteer who meets the requirements to get up to a \$600.00 tuition credit at any Institution of Higher Education Program, based on State approval. Like giving tuition credit for service worked. If they reside outside of municipality they are still eligible as long and they volunteer in our municipality. The responsibility to monitor the service time is up to the volunteer organization and they would notify us as to the eligibility of the volunteer.

President Norcross made a motion to approve Resolution 2016-209, Mrs. Tait second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Mr. Howard, Mr. Kearney

NAYES: None

MOTION FOR APPROVAL

Bingo License approval for Independence Fire Company #1 Coach Bingo.

President Norcross questioned if the Ladies Auxiliary is hosting does the license have to be in their name not the Independence Fire Company. Mr. Gural responded indicating we have to respond to the application as presented, and it was applied for by the Independence Fire Company.

President Norcross made a motion to approve the Bingo License for the Independence Fire Company #1 for Coach Bingo on October 2nd, 2016, Mrs. Tait second the motion. All members present voted in favor of the motion.

COMMUNITY SPOTLIGHT

The Police Department will be hosting a meet and greet at Ethel B Hardy Park on Wednesday September 21st, 2016 from 5:00 to 7:00 pm. Chief Pearlman indicated the entire department will be there with refreshments, come out and get to know the department.

Mayor Arnold announced the Town Wide Yard Sale will be September 17th, 2016 it's going to be bigger and better than ever, you can register at Borough Hall, there is no fee however you must be registered by Wednesday September 14th, 2016. Maps will be supplied and directional signs will out indicating where participant's homes are located.

Mayor Arnold announced the Summer Concert series are Tuesday nights at 7:00 pm with the following schedule: Tuesday August 16th, 2016 Featuring Hot Pick-Up;
August 23rd, 2016 Up All Night and finally
August 30th, 2016 Hip Replacements.

DISCUSSION ITEMS

Anyone planning to attend the NJLM Conference please see John or Rita to let them know so arrangements can be made. This year we will be staying at Bally's Hotel in Atlantic City.

The handicap parking space requested by the Islamic Center on Garfield Avenue, the ordinance #201-1 refers to residential spaces only there is no reference to commercial/business requests. In order for us to allow this request the ordinance would have to be amended. Also if approved anyone with a handicap registration would be able to use it. Chief Pearlman also indicated if approved it would have to be located across the street, because of the emergency equipment and public safety. Additionally we do not place curb cuts we only grant parking spots. Mr. Gural will notify the Islamic Center and see if they still wish to pursue the space. Mr. Burns will craft a change to the ordinance 201-1 which would allow us to look at this request.

Mayor Arnold noted that the Epworth United Methodist Church will be holding at open meeting regarding discussion of relationships in America today. Mayor Arnold, Chief Pearlman are attending.

We have an opportunity to apply for the NJDCA Small Cities Grant Program for ADA compliance. With help from David Gerkins, we were able to obtain some funding aid from the Burlington County Bridge Commission. Mr. Gural explained, our engineers identified over 200 locations where ADA compliance is needed. The best fit for this program were Main Harbour Drive and the Riverfront; there were 49 locations on Main Harbour Drive and 30 in Riverfront on Lakeshore Drive, which need handicap accessibility. The estimated cost to replace them is about \$397,000.00 and the grant is for up to \$400,000.00. We would need to get permission from the Harbour if the grant is approved.

The committee working on the community center rules and regulations held its meeting and talked about the rules and regulation changes needed, they also felt some of the changes would need to be incorporated into the operating agreements. In that sense, the committee would suggest we move forward with the generic operating agreements until the end of year and consider the bigger pictures next year and moving forward, allowing more time for dialog regarding the changes and operating agreements. As requested by Mayor Arnold an additional third of the organizations monies have or shortly will be disbursed. Additionally the solicitor should finalize the operating agreement and forward to the governing body for their approval.

PSE & G is making arrangements to have the telephone pole moved on the South Broad Street Project. The agreement between PSE & G and New Jersey Transit has been reached, and hopefully that pole will be moved shortly.

Board of Education has request limited parking on Charles Street in front of the school between the two driveways. Mayor Arnold went to the school to look at the sight, and after conversations with Mr. Gural, Chief Pearlman and Rick Dreby the School Resource Officer, we agreed it would be very hard to enforce limited parking so instead we are recommending no parking in that area. Mayor Arnold introduced by title only 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.

A motion was made by President Norcross to introduce by title only 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, Mr. Kearny seconded the motion At the call of the roll, the vote was:

AYES: President Norcross, Mrs. Tait, Mr. Howard, Mr. Kearney

NAYES: None

As noted before we were looking, and were having a hard time trying to find, a life insurance policy for the volunteer fire fighters. Chief Dreby has located a company and we are in the process of working it out now. We currently cover each member with \$30,000.00 worth of life insurance, our total cost to insure the department is \$5,000.00 a year. We are trying to keep the cost in the same area, with the same amount of coverage. Would just remind council that during this time of transition the municipality would be responsible to cover any incidents.

The proposed capital improvement projects to the exterior of Borough Hall, Bandshell, and Legion Field are necessary projects and maintenance items which have been neglected for a long period of time. We have had some recommendations from Mazer Consulting regarding the maintenance items including some lighting, painting and benches at the bandshell. We considered allowing business or residents to purchase some items to offset the cost of the project. Mr. Gural mentioned the items at the concession stand at Legion Park are general maintenance items, which we have capital money for. The Borough could use the Grant from Burlington County Municipal Park Development Program for the improvements at the Band shell/Grove. The Grant can go up to \$250,000.00 and would be opening for applications in about a month.

The New Jersey Transportation Alternatives Program is available to apply for, it would be good fit for the section of the river route bike path at legion field we could put in trees, shrubbery, bike racks and benches. Mr. Gerken has indicated that he would use the Burlington County Bridge Commission to help with the application process, so it wouldn't cost us anything to apply.

Mayor Arnold thanked the staff and department heads for their efforts and ideas with the welcome to Palmyra packets. The committee will get together this week and decide how we would like to put it together.

ADMINISTRATORS REPORT

Mr. Gural informed council that the 4 way stop sign at Cinnaminson Avenue has been relocated.

Mr. Gural stated, interviews for the open janitorial position will be this week, and he is intending to have that position offered before the September 19th, 2016 meeting; he will keep everyone informed as we progress.

Mr. Gural noted Chief Pearlman, Donna Condo and he would be meeting with the county representative from the Municipal Alliance Program next week so that the monies and the program, which Chief Pearlman has volunteered to coordinate, handle can be utilized for the betterment of the community.

Mr. Gural informed the governing body that the sink hole on the Riverfront Road has been secured. The Borough was required to respond because the sewer force main which services the entire Riverfront community was exposed during that collapse and it needed to be secured or we faced an even bigger problem. The public works department did a great job. The collapse is entirely on private property. The road is closed and Mayor Arnold warned residents not to go down to look at the hole as the road under the asphalt is not supported.

Mr. Gural informed us that the personnel policies changes to the manual are almost complete, the changes were forward to the governing body for they consideration. We are required by JIF to have a personnel policy manual in place and to update that manual every two years. There was one additional change to be added; frequency of inspection of motor vehicle abstracts. Keep in mind the deductibles are set and this must be submitted to JIF by the first week of October, so we will be looking to adopt the changes soon.

Mayor Arnold announced the new school resource officer will be Omar Kendall. Chief Pearlman indicated he would be off the street on Friday and would be attending SRO classes next week.

Mr. Gural asked Mr. Gerken to investigate some grant opportunities to try and help the Palmyra band parent's organization; one we only slightly qualified for, but not this year, the other however, Osteberg Foundation we will forward to Mr. McBride, of the Board of Education with your permission, as the school may wish to apply for it.

The fuel distribution system, Mr. Gural advised the revised design will be done this week, so that should be out for rebid within the next month.

Mr. Gural reported the new Wi-Fi based thermostats in the gym and meeting rooms at the community center have been installed, signage will be going up indicating that the thermostats cannot be set from that location but can only be controlled from the municipal building.

Mr. Gural further reported that we received a \$15,586.70 reimbursement from FEMA for the cleaning up after winter storm Jonas. He thanked Tracy Kilmer, Paul and all that helped for their efforts in recovering those funds for the Borough.

COMMITTEE REPORTS

Mr. Howard reported; the Shade Tree committee is currently looking into finding different types of trees, and a new supplier for the borough. Additionally they are looking into storing trees this winter, for the spring. The youth and recreation committee has not yet met, however he will be speaking with John and Paul regarding some maintenance issues at the Legion field. The youth basketball camp held in June has ended, they held playoffs and a girls' team won, 7th and 8th graders. He spoke with some representatives from PAL RIV they would like to try it again, and they will be having a committee meeting soon.

Mr. Kearney reported: The committee met for outdoor eating, and had many new ideas; it's a work in progress.

Mrs. Tait reported: The fields and grounds committee will be holding a meeting to discuss getting the field together before the season starts.

President Norcross reported: Hopefully the outdoor eating ordinance will entice people to the downtown area, will be sending a letter out to the business for their input, and additionally we will be having a meeting on September 23rd, 2016 at 6:30 to further discuss this.

Mayor Arnold reported: Thank public works department for their assistance with their code enforcement efforts is really making a difference with help to get the town clean-up. The welcome packets will also be very helpful. Mayor also noted the police department report shows our officers are being very proactive, and have also increased their mileage patrol. The visibility of transit police also helps. There are changes going on with the Harbor Association, as they have not held a meeting in the past three months, therefore I have nothing to report.

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.

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

Robert Bostock – Morgan Avenue – Question for administrator Gural can you remember the total capital dollars spend on the Legion Field Project? Mr. Gural responded approximately \$5.1 million dollars. Tonight I heard comments about putting benches and bicycles paths making it a place where people can go sit and be entertained, which make me have some concerns. With a 5.1 million expenditure, has anyone looked at it lately, the grounds are horrific, on one side of the tennis courts there are still leaves there from the fall. The grounds are really about to be highly utilized and they should be looking their best. Why is the fountain not working, but the pump is running? Why is there crab grass thru all the floral gardens around the fountain? There is grass growing between the separations in the concrete. The weeds are almost as high as the placard naming the field. Tonight you talked about outside dining, if I were coming down on the train I wouldn't get off to come here to eat, look around the burbs are not trimmed or weeded, it use to look good but it has had no attention, and it shows. The walnut side of the park partially edged, like they started but just didn't finish. Edging makes it look good. There is a weed tree growing up in front of the sign that tells you what's going on in town, so you can hardly read the sign, something need to be done. If it looks like this now, what's going to happen in the winter, what are our streets going to look like when it comes to snow.

Robert Rader – Harbour – What happening to Tri-Boro vets building? Mr. Gural responded, there was an article in the paper which indicated Southampton had donated a municipal owned property to Habitat for Humanity. The Tri-Boro Vet's building we were considering and it was authorized to be sold for residential construction however we may want to consider donating it as, the benefits of donating it to Habitat are that we get credit on our affordable housing obligation. So

we may want to consider it as there is a way by which it can be donated. Council ask Mr. Gural to explore the possibility of donating the property to Habitat for Humanity.

Mr. McElwee – Memorial Avenue – The handicap parking on Garfield avenue, if put there someone going to park there and get on the light rail so whoever wanted it would not be able to park there anyway. Will we be able to see the operating agreement? Mayor Arnold responded, as soon as we get it from Mr. Burns and it has been distributed to council and they have had a moment to make comments, it will be distributed to the 501-C 3's. Speaking about Habitat for Humanity the project on 6th street seems to have stopped, it has slowed down, any how the two they are working on in Cinnaminson which they tried to give to veterans they have had no interest in anyone wanting it.

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

MAYOR AND COUNCIL COMMENTS.

Mr. Howard – No Comment

Mr. Kearney - National Night out was a blast.

Mrs. Tait – Great job Chief Pearlman on National Night Out. The Blood Drive reached its goal of 26 units and we will be having another in November.

President Norcross – National Night Out was Great, many thanks to the Chief and the Palmyra Police Department for a job well done. A great family, does a benefit for their daughter, the Stephanie B Fur Foundation, they have reached about \$18,000.00. Also thanked our Borough employees for the job they do every day.

Mayor Arnold -Indicated she had attended Crystal Lakes' opening; you can hike the trails, it was absolutely great, you have to go see it for yourself. Mayor Arnold also announced she would be attending the Regional Tri-Boro Chamber of Commerce Meeting which is being held at Whistler's Inn on the deck from 5:30 to & 7:30 pm. on August 16th, 2016. Mayor Arnold stated she would like to have a park naming contest to name the riverfront park so there no confusion with the riverfront. Mayor Arnold also inquired as to who was working on the mural for Tony's Barber, she indicated she would like to pass on some information she received from a potential artist.

CLOSED SESSION

Motion to close to the public was made by President Norcross, Mrs. Tait seconded the motion at the call of the roll the vote was:

AYES: President Norcross, Mrs. Tait, Mr. Howard, Mr. Kearney

NAYES: None

Resolution 2016-211, Resolution Excluding the Public From Certain Meetings Pursuant To Section 8 Of the Open Public Meeting Act C. 231 P. L. 1975. Litigation, Contracts.

President Norcross made a motion to approve the resolution, Mr. Kearny second the motion.

At the call of the roll, the vote was:

**AYES: President Norcross, Mrs. Tait, Mr. Kearney, Mr. Howard,
NAYES: None**

Council went into executive session at 8:38 pm

Council returned to public session at 9:35 pm

President Norcross made a motion to close Executive Session, Mr. Howard second the motion.

At the call of the roll, the vote was:

**AYES: President Norcross, Mrs. Tait, Mr. Kearney, Mr. Howard
NAYES: None**

ADJOURNMENT

**President Norcross made a motion to adjourn, Mr. Howard second the motion.
All members present voted in favor on the motion.**

Council adjourned at 9:36 pm.

Respectfully Submitted,

Doretha R Jackson
Acting Municipal Clerk