

**Borough of Palmyra**  
**Council Caucus Meeting, 7:00 PM**  
**Monday February 5<sup>th</sup>, 2018**

**A G E N D A**

**CALL TO ORDER**

The Caucus 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 Municipal Clerk in the following manner:

- A. Posting written notice on the official bulletin board at the Palmyra Borough Hall on January 10, 2018.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 10, 2018.
- C. Notice to All Council Members.

**INVOCATION**

Police Chaplain Ella Graham

**APPROVAL OF MINUTES**

December 4<sup>th</sup>, 2017 Regular Council Meeting Minutes  
January 6<sup>th</sup>, 2018 Reorganization Meeting Minutes

**CORRESPONDENCE**

Elected Officials Liability Seminar  
Thank you note from Mayor Arnold

**PROCLAMATION**

Celebrating Women in Public Office Day

## **PROFESSIONAL UPDATES**

Dave Gerkens, CGP&H

William Kirchner, ERI

James Winckowski, CME

## **DISCUSSION**

Appointments of Borough Engineer, Special Projects Engineer, Municipal Prosecutor & Special Counsel/Conflicts Attorney

## **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.

## **RESOLUTIONS Consent Agenda**

Resolution 2018-74 to Resolution 2018-91 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.

- **Resolution 2018-74**, Resolution Authorizing the Cancellation of Municipal Certificate# 13-00073 for Block 134, Lot 11
- **Resolution 2018-75**, Resolution Authorizing Mayor Michelle Arnold to Execute the Agreement with the Burlington County Department of Public Works, Division of Mosquito Control
- **Resolution 2018-76**, Resolution Authorizing the Refund of the Overpayment of Vacant Registration Fees for 2018 for Block 149 Lot 9 to Specialized Loan Servicing in the Amount of \$2,000.00
- **Resolution 2018-77**, Resolution Authorizing the Mayor to Execute a Shared Services Agreement Between the Borough of Palmyra and the Township of Cinnaminson for the Purchase of Brine Solution
- **Resolution 2018-78**, Resolution Authorizing Refund of Sewer Payment on Block 152 Lot 9.02 Qualifier C204 in the amount of \$163.00
- **Resolution 2018-79**, Authorizing the Appointment of the Borough Engineer
- **Resolution 2018-80**, Authorizing the Appointment of the Special Projects Engineer
- **Resolution 2018-81**, Authorizing the Appointment of the Municipal Prosecutor
- **Resolution 2018-82**, Authorizing the Appointment the Special Counsel/Conflicts Attorney
- **Resolution 2018-83**, Rescinding Resolution 2018-65, and Awarding a Contract to ERI for the 2017 NJAWC and PSE&G Road Opening Restorations Project per their proposal dated November 30<sup>th</sup>, 2017 in the correct amount of \$82,500.
- **Resolution 2018-84**, Resolution Authorizing Certain Escrow Bills be transferred from Trust Escrow Accounts to the Borough of Palmyra Current Fund.

- **Resolution 2018-85**, Resolution of the Borough of Palmyra, County of Burlington Authorizing a Lien be placed on Blk 53 Lot 18 for Failure to Comply with Obnoxious Growth and Property Maintenance Violations
- **Resolution 2018-86**, Resolution of the Borough of Palmyra, County of Burlington Authorizing a Lien be placed on Blk 130 Lot 12 for Failure to Comply with Obnoxious Growth and Property Maintenance Violations
- **Resolution 2018-87**, Resolution of the Borough of Palmyra, County of Burlington Authorizing a Lien be placed on Blk 3 Lot 11 for Failure to Comply with Obnoxious Growth and Property Maintenance Violations
- **Resolution 2018-88**, Resolution of the Borough of Palmyra, County of Burlington Authorizing a Lien be placed on Blk 130 Lot 8 for Failure to Comply with Obnoxious Growth and Property Maintenance Violations
- **Resolution 2018-89**, Resolution Authorizing the Tax Assessor to File Rollback Assessments, Added and Omitted, Tax Appeals and Assessor's List of Corrections and Errors on Behalf of the Borough of Palmyra.
- **Resolution 2018-90**, Resolution Authorizing the Refund of Tax Overpayments on Block 103 Lot 41 in the Amount of \$1,435.68 and Block 52.01 Lot 1 in the Amount of \$2,826.20
- **Resolution 2018-91**, Resolution Authorizing the Sale of Property no Longer Needed for Public Use on an Online Auction Website or Disposal as Scrap

### **COMMUNITY SPOTLIGHT**

- Random Acts of Kindness Month

### **DISCUSSION ITEMS**

#### **NEW Business**

- Fire Department- Junior Members
- Budget Workshop – Saturday, March 17 proposed
- Fire Company lease agreement
- FEMA grant – Delaware River outfall repairs
- Sign Ordinance & Kerbeck's proposed amendments
- Security doors in Borough Hall
- Dave Austin – proposed rehire
- Re-appropriation of AST fuel island project capital funds v cancellation
- 2016 Municipal Park Development Program Grant for the Bandshell/Grove Park project – final design required
- Light Rail Crossings

#### **Old Business**

- Phones and phone service
- PCR EMS agreement – donation/workers' comp
- Vacant/Abandoned Property amendments – Ordinance 2013-20
- Student Volunteers

## **ADMINISTRATOR'S REPORT**

- Habitat for Humanity/Tri-Boro Vets property update
- Trash collection bid
- Non-profit operating agreements/donation requests
- 2016 Small Cities Housing Rehab grant – extension request
- Cingular/AT&T cell tower agreement
- New crosswalk on Temple Blvd.
- Website updates
- Website disclaimer
- PPA CBA status
- BURL CO JIF Elected Officials Liability Seminar
- Carpet in Borough Hall
- Annual Tax Collector's Report
- JIF Quarterly Reports
- NJAWC main replacements – New Jersey Avenue

## **COMMITTEE REPORTS**

### **PUBLIC COMMENT**

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## **MAYOR AND COUNCIL COMMENTS**

**Resolution 2018-** Resolution Excluding the Public from Certain Meetings Pursuant To Section 8 of the Open Public Meeting Act C. 231 P. L. 1975. Litigation, Contracts, Negotiations

## **CLOSED SESSION**

## **ADJOURNMENT**