

**Borough of Palmyra**  
**Council Caucus Meeting Minutes**  
**Monday February 5<sup>th</sup>, 2018**

**CALL TO ORDER**

The Caucus Meeting of the Borough Council of the Borough of Palmyra was called to order by Mayor Michelle Arnold at 7:27 pm

**ROLL CALL**

Present: Mr. Brandon Allmond, Mr. Timothy Howard, Mrs. Gina Tait, Ms. Mindie Weiner, Mr. Lewis Yetter, President Bernadette Russell, Mayor Michelle Arnold

Pledge of Allegiance followed by a 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 of Maranatha Christian Fellowship Church located in Moorestown, New Jersey.

**APPROVAL OF MINUTES**

Mayor Arnold requested a motion for approval of the December 4<sup>th</sup>, 2017, Council Caucus Meeting Minutes:

Mrs. Russell made a motion to approve the minutes from the Council Caucus meeting of December 4<sup>th</sup>, 2017. Mrs. Tait second the motion.

**At the call of the roll the vote was.**

**AYES. Mrs. Tait, Ms. Weiner, Mr. Yetter, President Russell**

**NAYES. None**

**Abstain. Mr. Allmond, Mr. Howard**

Mayor Arnold requested a motion for approval of the January 6<sup>th</sup>, 2018, Reorganization Meeting Minutes.

Mrs. Russell made a motion to approve the minutes from the Reorganization meeting of January 6<sup>th</sup>, 2018. Mrs. Tait second the motion.

**At the call of the roll the vote was.**

**AYES. Mr. Allmond, Mr. Howard, Mrs. Tait, Ms. Weiner, Mr. Yetter, President Russell**

**NAYES. None**

#### **CORRESPONDENCE**

Mr. Gural indicated the Elected Officials Liability Seminar presented by JIF is being held March 28<sup>th</sup>, 2018 at 5:00 pm at O'Connor's Restaurant in Easthampton. Mr. Gural stated for each of the governing body and himself which attend the Borough will receive a \$250.00 credit towards our insurance premium.

Mayor Arnold read a thank you note received from the Arnold Family.

Mayor Arnold read the following proclamation into the record.

#### **Celebrating Women in Public Office Day**

**WHEREAS** the month of March is Women's History Month and celebrates the significant contributions women of all races, ethnicities, and backgrounds have made to the world;

**WHEREAS** women play a critical role in the vitality and diversity of our communities, and are essential to ensuring that Palmyra, New Jersey is well-represented;

**WHEREAS** while the twentieth century was a pivotal time of growth for women entering politics, women remain underrepresented in male-dominated fields, and thus, providing opportunities to support women in public office is imperative;

**WHEREAS** recognizing women in public office will bring awareness to the fundamental necessity of their work and will inspire other young people to serve their communities;

**NOW, THEREFORE, BE IT RESOLVED**, that I, Michelle Arnold, Mayor of the Borough of Palmyra do hereby proclaim March 19<sup>th</sup>, as "Celebrating Women in Public Office Day" and call upon the people of Palmyra, New Jersey to unite as we support the success of women in public office and observe every March 19<sup>th</sup> with appropriate activities, events, and programs.

## **PROFESSIONAL UPDATES**

Mr. Gural indicated Mr. Gerkens, of CGP&H was not present however did send a report just to update Borough Council regarding application progress. Mr. Gural stated the Borough was awarded the Municipal Parks Development Grant of \$115,000.00 to redesign the Grove/band shell with includes landscaping, lighting, etc. Mr. Gural stated, Mr. Gerkens is currently working on a small grant in the amount of \$2,000.00 which will allow the Borough's Green Team to have a booth with public information handouts to facilitate energy and water conservation, etc. Additionally Mr. Gural stated grant applications submitted and pending are:

NJ Juvenile Justice Commission Summer Expansion Program submitted 1/29/2018, application funded by the Burlington County Bridge Commission in the amount of \$10,500.00 to expand the existing summer camp program, the funds would provide partial and full scholarships for economically-disadvantaged youth, allowing them to attend the camp

NJ Dept of Transportation Municipal Aid Program submitted 09/13/2017, application funded by the Burlington County Bridge Commission in the amount of \$903,689.00 to reconstruct the intersection of Temple Blvd, Firth Lane, Leconey Circle and East 2<sup>nd</sup> Street

### **William Kirchner, ERI**

Mr. Kirchner indicated the Legion Field project, which included some painting, changing light fixtures, replacing some GFI's, improvement to the pitcher's mound and fence repairs was awarded and they started last week. Mr. Kirchner indicated some of the painting may have to wait until the weather breaks. Mr. Kirchner also indicated the baseball field lip was repaired however the softball field was not addressed during that time, Mr. Kirchner indicated he had spoken with Thor Construction regarding a price to removal several feet of sod and replacing it with infield mix, which is a two day process, and so it will not impede use of the field at this late date. Mr. Kirchner stated he was hopeful to have the estimate by next week, it may be about \$5,000.00 including labor and in-field mix. Mr. Kirchner indicated the survey work for the NJAWC and PSE&G road restoration project is under way and he anticipates the work should be complete in a week or so, the design completed and out to bid by the end of March. Mr. Kirchner noted Council authorized ERI to complete the road design for Filmore Street, because it is a smaller street he recommends that it is added to the larger road program so that the Borough can get the economy to scale price. Mr. Kirchner stated NJAWC has been working on Temple Blvd, Van Sant Drive and Jefferson Street and last Monday opened New Jersey Avenue. The main installation on New Jersey Avenue is complete and they are waiting for the bacteria test on the water before they come back and connect everyone's water service over. They will be paving the entire intersection on New Jersey Avenue when they repair the road. Mr. Kirchner stated all the field work gathering and data analysis on Temple Blvd is complete. Mr. Kirchner stated he will be setting up a meeting with Mr. Gural and Chief Pearlman to go over the data and come to an agreement regarding options on proceeding. Mr. Kirchner stated there were some problems with the HVAC system in Boro Hall earlier this year, which have been resolved however in the process we lost faith in our current HVAC maintenance contractor which we have a contract with throughout the remainder of the year. Mr. Kirchner stated in discussions with Mr. Gural, Mr. Haines and Mr. Palmer we will continue to use our current contractor however when we have a diagnostic problem we will go back to our old

contractor. On January 16<sup>th</sup>, 2018 we had a compliance inspection at the sewer plant, all is good however there will be some bills coming in for thing we need to fix. Mr. Kirchner stated after hurricane Sandy hit there were some flooding issues on Firth Lane, FEMA gave us \$25,000.00 to figure out what was wrong with the drainage. Mr. Kirchner indicated that was done, cleaning out the ditch, fixing the outfalls and fix the tide gates, FEMA responded great, it can be funded, you just have to prove you own the ditch. The Borough does not own the ditch, it is owned by the Riverfront. Mr. Kirchner stated the previous CFO did submit billings to the FEMA grant for some of the initial investigation work, about 23 thousand dollars. FEMA has now indicated we don't qualify for the larger or smaller grant because the ditch does not belong to the Borough, so they want their monies back. Mr. Gural stated we will have to return the money and that can be done in the budget process, but FEMA wants their money back. Ms. Weiner asked if the problem was fixed. Mr. Gural indicated no, it would take hundreds of thousands of dollars to fix, and it's on private property. Mr. Rosenberg asked if it was feasible to contact our Congressman and or Senators and ask them it intercede on our behalf in regards to the repayment. Mayor Arnold indicated she would do that. Ms. Weiner asked Mr. Kirchner about the designs for Filmore Street. Mr. Kirchner stated the designs are addressing drainage/ leveling on that street.

#### **James Winckowski, CME**

Mr. Winckowski stated the security camera project which includes Boro Hall, Community Center, Legion Field, Public Works Department, Riverline platform, War Memorial, Palmyra Promenade and Ethel B Hardy Park is up, running and currently 58 of the 64 cameras to be installed are storing data. Mr. Winckowski stated in the next few weeks all the viewing stations should be up and there are six more cameras which have to be installed however some require some digging. The Palmyra Promenade and Ethel B Hardy Park should be up and installed in the next 60 days. Mr. Winckowski explained the types of cameras which were installed and their ability to capture data, he also indicated we are within budget and don't expect to exceed the budget.

Mayor Arnold indicated Chief Dreby inquired if we could have the discussion regarding permission for the fire department to have junior members at age 15. Ms. Weiner asked why the fire department wanted to lower the age. Mr. Dreby indicated currently he had three candidates waiting now. Mr. Dreby stated the junior members do not go on fire calls, they attend meetings and work around the fire house and have limited training. Mr. Dreby stated they do not go out on the fire ground. Mr. Gural indicated he emailed our risk management consultant regarding coverage for those fifteen year olds however has not yet had a response. Mr. Gural indicated he did not did not anticipate a problem as the state already allows for it. Mr. Dreby indicated it would be necessary to adopt some sort of resolution or change the ordinance to allow for fifteen year old junior members. Mr. Rosenberg stated he would look into it and report back to the governing body at our next meeting.

Mr. Gural stated everyone should recall our previous discussions regarding making donations to the fire company. Mr. Gural indicated the conversation council had in regards to what was needed to make donations to various charitable organizations of which the fire company was included. The difference with this organization is 50% of our donation must be used to purchase fire equipment. As everyone

may recall we had a conversation regarding a lease agreement with the fire company for the storage of our equipment in their building. Mr. Gural indicated his recommendation is, in 2018, year one of the lease agreement it be for 22,500.00. Mr. Rosenberg should go over the agreement proposed by the Fire Company and get back to council.

Mr. Gural indicated he would like to discuss the proposed rehire of Dave Austin. Mr. Gural stated he would like to rehire Mr. Austin for zero to fourteen hours a week for the remainder of the year, at app. his departing salary. Mr. Gural indicated there are so many things which Dave was a part of and that expertise is so needed within the borough. Mr. Gural stated it would not be a set schedule but on an as needed basis, when he is available, when we need him. Mayor Arnold welcomed him back.

## **DISCUSSION**

Mr. Rosenberg indicated under the form of government which we operate under, the Mayor is entitled to appoint subordinate officials subject to the consent and advice of the governing body. Mr. Rosenberg stated at our Reorganization meeting the Mayor made some appointments which were not approved by the governing body. Mr. Rosenberg stated, thirty days having pasted, council has the prerogative to nominated and vote upon its selections for those positions. The positions are, Borough Engineer, Special Projects Engineer, Municipal Prosecutor and Special Counsel/Conflicts Attorney.

## **PUBLIC PORTION**

Mayor Arnold then asked for a motion to open the Public Portion. Mrs. Russell made a motion to open the public portion for comments. Mr. Yetter second the motion

**All members present voted in favor of the motion**

No one from the public wishing to be heard, President. Russell 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 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

Mayor Arnold pulled Resolutions 2018-79, 2018-80, 2018-81, and 2018-82 from the consent agenda for additional discussion and be voted on individually.

Council President Russell requested Resolution 2018-75 be removed from the consent agenda for additional discussion.

Ms. Weiner inquired if it was necessary to read the entire resolution, word for word or if instead the number only could be read. Mayor Arnold indicated it should be read in full. Mr. Rosenberg agreed indicating the public does not necessarily know what the resolution is.

- **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 Blo9ck 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

Mayor Arnold asked for a motion to approve the consent agenda as read. President Russell made a motion to approve Resolution 2018-74 and Resolution 2018-76 to Resolution 2018-78 and Resolution 2018-83 thru Resolution 2018-91. Mr. Yetter seconded the motion.

**At the call of the roll, the vote was:**

**AYES: Mr. Allmond, Mr. Howard, Mrs. Tait, Ms. Weiner, Mr. Yetter, President Russell**

**NAYES: None**

**Resolutions noted in motion were approved**

The Mayor then on to: Resolution 2018-75, **Resolution Authorizing the Mayor Michelle Arnold to Execute the Agreement with the Burlington County Department of Public Works, Division of Mosquito Control.**

President Russell expressed a concern regarding the spraying for mosquitos in the Borough of Palmyra. President Russell indicated she felt the public needed to be educated regarding standing water on their properties and we need to seek alternatives to just continuing to spray. Concerned that if we just continue to spray we will create super mosquitos. Ms. Weiner stated spraying is not as effective as we believe it is. Mr. Gural indicated it is a county program over which we have little control, and we don't have the resources to do it ourselves. Mr. Gural stated the reason they spray is the West Nile virus, the county tests all over the county, if they find a mosquito which tests positive they then come out and spray immediately within a half mile radius of where the mosquito was found. Mr. Gural was asked if he could contact the County to see if they can come and better explain exactly what they do and why. Mr. Gural indicated he would do so and Resolution 2018-75 was tabled to the next meeting.

Mayor Arnold went on to Resolution 2018-79, **Resolution Authorizing the Appointment of the Borough Engineer.** President Russell nominated James Winckowski of Consulting & Municipal Engineers (CME) as Borough Engineer. Mrs. Tait second the nomination.

Mrs. Russell stated the dollar rates of CME vs ERI did not compare. President Russell stated, ERI's rates were all over CME's offers a flat rate so we know exactly what we are spending and for what. Ms. Weiner stated she liked the relationship we have with ERI and would like to keep them. Mr. Yetter indicated the same and added ERI is very familiar with the Borough. Mayor Arnold stated CME and ERI are both good companies, however ERI has been with the Borough of some length of time and CME would be new to that position and there would be a learning curve, also the rate schedule is different and ERI is lower than CME. Mr. Tait indicated ERI will continue with their current project just new ones coming in would go to CME. President Russell stated CME is not new to Borough. No other nominations presented.

Mayor Arnold then asked for a motion to approved Resolution 2018-79. Resolution Authorizing the Appointment of James Winckowski of Consulting & Municipal Engineers (CME) as Borough Engineer. President Russell made a motion to approve Resolution 2018-79. Mrs. Tait second the motion.

**At the call of the roll, the vote was:**

AYES: Mr. Allmond, Mr. Howard, Mrs. Tait, President Russell

NAYES: Mr. Yetter, Ms. Weiner

Mayor Arnold went on to Resolution 2018-80, **Resolution Authorizing the Appointment of the Special Projects Engineer**. President Russell nominated William Kirchner of Environmental Resolution Inc. Mr. Howard second the nomination. No other nominations presented

Mayor Arnold inquired if anyone else was appointed as special project engineer. Mr. Gural indicated CME was appointed as special project engineer on January 6<sup>th</sup>, 2017 however that, not that they have been appointed Borough Engineer, is mute. Mr. Gural stated you cannot or have as many special project engineers as council wishes.

Mayor Arnold then asked for a motion to approved Resolution 2018-80. Resolution Authorizing the Appointment of William Kirchner of Environmental Resolution, Inc. (ERI) as Special Projects Engineer. President Russell made a motion to approve Resolution 2018-80. Mr. Howard second the motion.

**At the call of the roll, the vote was:**

AYES: Mr. Allmond, Mr. Howard, Mrs. Tait, Ms. Weiner, Mr. Yetter, President Russell

NAYES:

Mayor Arnold went on to Resolution 2018-81, **Resolution Authorizing the Appointment of the Municipal Prosecutor**. President Russell nominated Adam Malamut of Malamut Associates as Municipal Prosecutor. Ms. Weiner second the nomination.

President Russell indicated at the last meeting it was stated that they have different people coming to each court session. President Russell indicated she has confirmed with Malamut Associates that they will have the same person at all court sessions. No other nominations presented

Mayor Arnold then asked for a motion to approved Resolution 2018-81. Resolution Authorizing the Appointment of Adam S Malamut of as Municipal Prosecutor President Russell made a motion to approve Resolution 2018-81. Ms. Weiner second the motion.

**At the call of the roll, the vote was:**

AYES: Mr. Allmond, Mr. Howard, Mrs. Tait, Ms. Weiner, President Russell

NAYES: Mr. Yetter



Mayor Arnold went on to Resolution 2018-82, **Resolution Authorizing the Appointment of the Special Counsel/Conflicts Attorney**. President Russell nominated Eric Bernstein of Eric M. Bernstein Associates as Special Counsel/Conflicts Attorney. Mrs. Weiner second the nomination. No other nominations were presented.

President Russell stated previously they were some concerns regarding Mr. Bernstein charging mileage for distance. President Russell indicated he does not unless in was mentioned in the RFP, which it was not. Ms. Weiner stated he was less than the others.

Mayor Arnold then asked for a motion to approved Resolution 2018-82. Resolution Authorizing the Appointment of Eric M Bernstein of Eric M. Bernstein Associates as Special Counsel/Conflicts Attorney. President Russell made a motion to approve Resolution 2018-82. Mrs. Weiner second the motion.

**At the call of the roll, the vote was:**

AYES: Mr. Allmond, Mr. Howard, Mrs. Tait, Ms. Weiner, Mr. Yetter, President Russell

NAYES:

### **COMMUNITY SPOTLIGHT**

Mayor Arnold indicated February is "Random Acts of Kindness Month" and again this year we will be accepting random acts of kindness slips for those nominating others for random acts of kindness. All slips should be returned to Marie in Boro Hall.

Ms. Weiner indicated Palmyra Players held their Broadway Breakfast at the Community Center and they raised 1500.00 towards the props and the sets.

Mayor Arnold indicated the Fire Department's 21<sup>st</sup> Annual Fishing Tackle Flea Market is February 11<sup>th</sup>, 2018 for 9:00 am to 2:00 pm, admission is \$4.00 and early admission at 8:00 am is \$10:00.

Mayor Arnold stated Virtua will be giving free mammograms February 8<sup>th</sup>, April 12<sup>th</sup>, and May 10, 2018 from 10:00 am to 4:00 pm at Tabernacle Baptist Church in Burlington New Jersey. Those participating will receive a \$20.00 Wawa or Walmart gift card.

Mayor Arnold indicated the Read Across America program was kicked off today at Charles Street School, adult volunteers will be reading to the children on February 26<sup>th</sup>, 27<sup>th</sup>, and 28<sup>th</sup> at Charles Street School, anyone wishing to participate should refer to their email.

Mayor Arnold indicated the Fire Department had their annual dinner and installation on Saturday. Dale Palmer was recognized as "Fireman of the Year". Chief Dreby was recognized for 50 years of service to the Fire Department.

Mrs. Tait stated on February 21<sup>st</sup>, 2018 from 5:30 to 8:00 pm the School is holding a "Panther Con" only 500 tickets are available and you can go on the website to sign up.

### **DISCUSSION ITEMS**

#### **NEW Business**

Mayor Arnold indicated the budget workshop will be held on Saturday March 17<sup>th</sup>, 2018 at 8:00 am.

Mr. Gural indicated it must be advertised so if everyone is in agreement we will move forward. Mayor and Council agreed.

Mr. Gural stated it is imperative that we address the sign ordinance. President Russell indicated the construction committee will be addressing the sign ordinance.

Mr. Gural stated, in looking at ways to secure the building we would like to place a locking glass door, just about where the seam is which indicates the new side of the building from the old side of the building. Mr. Gural indicated we are trying to limit access to the second floor area and secure all office space when the building is open after hours, for use by various public events outside the building. Mr. Gural indicated this would also include a similar locking glass door on the second floor just as you exit the elevator. Mr. Gural indicated the cost would be about \$5,200.00. Mr. Gural indicated the planning work and pricing have been completed and we are looking for approval from Council. After some discussion Council agreed to the project.

Mr. Gural stated we had a project (AST Fuel Project) which we funded over a three year period with capital ordinances in 2014, 2015, and 2016. The amount authorized was \$390,000.00 of which \$348,704.50 is available. Mr. Gural stated we could cancel the capital project and put the money back into surplus or we could re-appropriate it for another purpose. Mr. Gural explained those funds could be reauthorized to be used for another purpose. Mr. Gural proposed that those funds be reauthorized for redevelopment efforts which could include property acquisition. Mr. Gural indicated the old PNC building is in a redevelopment area and in the past casual conversation was had regarding possibly purchasing it. Mr. Gural noted all the redevelopment areas and indicated the funds could be used for any redevelopment purpose on only acquisition. Mr. Gural indicated an ordinance would be needed if council decided to reauthorize those funds. After some discussion it was decided that Mr. Gural would meet with the finance committee and the committee would get back to council with some additional information and recommendations.

Mr. Gural indicated we needed to solicit a proposal from of municipal engineer to get the 2016 Municipal Park Development Grant of the ground. Mr. Gural explained useless Borough Council specifies something as a special project it goes to our Municipal Engineer. Ms. Weiner stated she had some questions comments and concerns regarding the plan which was submitted with the grant application. Ms. Weiner noted she was aware that not many deviations could be made to the plan however expressed a desire to have some conversations regarding the plan. Mr. Gural indicated yes. Ms. Weiner inquired which committee would be working on the project. Mr. Gural stated the public buildings grounds and parks committee would be working on that, however keep in mind the county awarded that grant based on the preliminary designs which were submitted.

Chief Pearlman explained he sent a letter to New Jersey Transit in regards to the traffic lights and gates which they control along the train route. Chief Pearlman indicated they have fixed the issue with the gates at Highland Avenue and are working on the lights with the left turn arrow at Cinnaminson Avenue and hope to have it resolved in the next two weeks. Chief Pearlman stated he requested from the bridge commission additional truck signs for Broad and Cinnaminson Avenues and Broad and Market Streets.

Mr. Gural noted Comtec and Line systems have been notified by Mr. Rosenberg that we will not be renewing our contract for the phones and phone service which expires in July. Ms. Condo is currently looking in new phones and service.

Mr. Gural stated there were a number of proposed reiterations of the EMS agreement which was working its way around all the parties concerned. The Palmyra Riverton Cinnaminson Ambulance squad would like the Borough to purchase workmen's comp insurance on their behalf and have them reimburse us because they feel it is more advantageous to them. Mr. Gural stated we cannot cover them as they are a private organization with employees and JIF will just not allow us to do that. Mr. Gural indicated that we do have to provide them some remuneration because Palmyra residents are not billed for ambulance service, they accept only what the resident's insurance pays. Mr. Gural indicated this could be accomplished with a donation of \$2,500.00 to the squad for the service they provide to the community. Mr. Gural stated the vacant/abandon property ordinance 2013-20 must be revised, it needs to be reviewed and reintroduced. Mr. Gural indicated suggestions and any information should be forwarded to Mr. Rosenberg and have him prepare a new ordinance.

Mr. Gural noted we have insurance we can offer to adults who volunteer however children are different. Mrs. Tait stated she spoke with Mr. Rosenberg and he has prepared a permission slip, which she will be forwarding to council for their review and for JIF and once reviewed we will talk about it at the next meeting.

#### **ADMINISTRATOR'S REPORT**

Mr. Gural stated on January 9<sup>th</sup>, 2018 settlement occurred and Habitat for Humanity now owns the property at Front and Arch. (old Vet's building) Thanks to Mr. Rosenberg for getting it all straightened out. Mr. Gural noted the trash collection contract is currently out to bid and we have a pre-bid meeting scheduled for February 7<sup>th</sup>, 2018 at 10:00 am in Boro Hall. Bids are due on March 7<sup>th</sup>, 2018 and the contract will run for five years.

\*\* It should be noted Mayor Arnold stepped away from the dais at 9:21 pm and returned at 9:24pm.

Mr. Gural noted the non-profit donation requests are coming in and we are now getting into the operating agreements. Mr. Gural stated all those documents will be available at the budget meeting and no donations will be distributed unless we have all the proper documentation.

Mr. Gural stated the \$100,000.00 2016 Small Cities Housing Rehab Grant we received, we are asking for additional time to spend the funds as it has been difficult to get people to sign up for the program. Currently we need 3 additional projects to deplete the funding we currently have available, we are sending email blasts and reaching out to residents in hopes of obtaining those three additional projects. Anyone interested can refer to our website for additional information.

Mr. Gural indicated we had a request from a resident regarding a crosswalk on Temple Blvd., just so you are aware Mr. Haines and public works painted that crosswalk and it is ready for use.

Mr. Gural asked everyone if they would take the time to look over the website and if they notice any incorrect information please let him or Ms. Johns know so it can be fixed. Mr. Gural also indicated a disclaimer will be placed on our website indicating all information may not be updated or correct.

Mr. Gural stated he is waiting for Mr. Leusner to get back to him with the contract so that the Collective Bargaining Agreement can be signed as previously authorized by Borough Council.

Mr. Gural reminder council about the Burl Co JIF elected officials seminar coming up in March.

Mr. Gural noted the carpet will be replaced in various areas of Boro Hall.

Mr. Gural stated the Tax collectors report indicates a 97.82% collection rate.

Mr. Gural indicated the JIF Quarterly report is included in your packets which indicated how Palmyra is performing in the JIF program.

Mr. Gural indicated a bond sale was held in late December and the CFO wished to report, that we sold \$2,950,000.00 Bond Anticipation Notes, 2017 Series A with an interest rate of 2.5% with a net interest rate of 1.749%.

### **COMMITTEE REPORTS**

**Mr. Howard – Youth and Recreation, Public Building, Grounds and Parks** – Mr. Howard indicated the committee met on January 21<sup>st</sup>, 2018 and had discussion regarding the baseball and softball fields, not exactly sure why the softball field was not addressed earlier however they are working on it currently.

Mr. Howard indicated they were going to schedule a meeting with the various sports organizations, Michelle to see about scheduling other programs inside the community center. Mr. Howard indicated the first aid kits have been ordered for the community center and various other locations in the Borough.

**Mrs. Tait – Public Safety Director, Board of Education Liaison, Public Events**– Mrs. Tait indicated she attended the Board of Education meeting highlighting the report regarding sending the 6th grade students to the High School in place of Charles Street School. Mrs. Tait noted the people who created the report did not answer questions, they simply gave the report. Mr. Tait indicated a lot more discussion will be had before a decision is made. Mrs. Tait indicated the public events committee met on the 21 of January and she will be sending out to council a list of what projects/ events which individuals wish to handle. Mrs. Tait indicated she met with Chief Pearlman regarding the parking issues and she sent those issues to the business committee for them to meet with the business and report back to council. Mayor Arnold inquired when the public safety committee met as she did not get notification. Mrs. Tait indicated she would resent the email. Mr. Howard inquired if there was a defibrillator in the concession stand. Mr. Gural stated its not in the concession stand in is in Boro Hall for use at the fields however someone would be required to sign it out and return it, and the concern was who we were signing it out to and if they knew how to use it. Mr. Gural noted there is also one in the community center. Mrs. Tait stated we should find out if someone on the teams is certified to use it. Mr. Gural stated each organization should have its own.

**Ms. Weiner – Administration and Finance, Business and Community development, Homeowner Association** – Ms. Weiner stated the finance committee met with the CFO on the 22<sup>nd</sup> of January and discussed the 2017 revenues and the upcoming budget. Ms. Weiner stated they are looking at hold their meetings on the 2<sup>nd</sup> Monday of each month at 3:30 pm. Ms. Weiner indicated they will be discussing the debt management and debt service. Mrs. Weiner indicated the Business and Community

development committee discussed outdoor seating with Mrs. Kilmer. Ms. Weiner indicated they are looking into holiday lights for next season. Ms. Weiner indicated the committee felt that an individual organization would best be able to continue the Farmer's Market and they could do more than council could in regards to charging for tables etc., which would allow us to continue having the event without a cost to tax payers. Ms. Weiner recommended to council that we give the event over the PIA, and the committee is in agreement. Mrs. Russell asked if there was something which council need to do to formally hand it over to the PIA. Mr. Gural and Mr. Rosenberg indicated they would have to negotiate their own operating agreement and the agreement would spell out exactly what we are giving to them. Ms. Weiner stated the committee also had discussion about some zoning issues regarding the ability of some restaurants to have eat-in capacity. Mrs. Tait inquired if the committee was going to be addressing the parking situation. Mrs. Russell and Ms. Weiner indicated yes.

**Mr. Allmond –Communications and Public Relations Committee-** Mr. Allmond stated the committee met on 29th of January and is working on some ideas to get information out to the public.

**Mr. Yetter – Public Works, Redevelopment and Negotiations –** Mr. Yetter stated the public works committee has not yet met as Mr. Haines has not been available, they are hoping to meet before the next meeting. Mr. Yetter also indicated the Green Team has not yet met but had been actively working on the sustainable New Jersey. Mr. Yetter indicated the redevelopment and negotiations committee has not yet met.

**President Russell – Construction, Housing and Code Enforcement Committee-** President Russell stated the construction committee met with Mrs. Kilmer and she was very helpful with how zoning and the various zones work within the Borough and indicating what can and cannot be done in which various zones. President Russell indicated they met with Mr. Gural regarding code enforcement as Mr. Lunemann was not available and are optimistic about addressing the vacant and abandoned housing issues facing the Borough. Mr. Gural also went over our current ordinance and what needs to be done to make it more user friendly for Mr. Lunemann and Mr. McGill. President Russell stated they will be addressing the sign ordinance and parking. President Russell noted Mr. Austin submitted his report for the Shade Tree Committee for 2017. In 2017 the Borough budgeted \$94,694.00 using \$71,000.00 replacing trees and repairing sidewalks. President Russell stated the Borough has tough decision ahead regarding the movement of the 6<sup>th</sup> students to the high school.

**Mayor Arnold** indicated a new business has opened on Broad Street and Mayor Arnold indicated a ribbon cutting ceremony was held. Mayor Arnold hosted the Neighborhood Chat with the Mayor at the community center. Mayor Arnold stated the Land Use Board Had its reorganization meeting and selected CME as the Land Use Board engineer and Andrew Brewer as Land Use Board Attorney. Mayor Arnold stated she attended the Fire Department's Installation and Annual Dinner where she swore in the new officers. Mayor Arnold indicated the next Neighborhood Chat with the Mayor will be on February 20<sup>th</sup>, 2018, place to be determined. Mayor Arnold stated the Business owners meeting with the Mayor will be on February 22<sup>nd</sup>, 2018 at 9:00 am. Mayor Arnold attended the Regional DECA

competition, which was very informative. Mayor Arnold announced the Mayor's Wellness Campaign will be of the ground soon. Mayor Arnold attended the Harbour Condo Association meeting and shared information from the Borough, and a positive change is happening in the Harbour as they have taken over they own management.

#### **PUBLIC COMMENT**

Mayor Arnold then asked for a motion to open the Public Portion. Mrs. Russell made a motion to open the public portion for comments. Mr. Yetter second the motion

All members present voted in favor of the motion

**Mr. McElwee – Columbia Avenue** – Mr. McElwee stated he had spoken with the Undersheriff, Mr. Norcross who is willing to come to Palmyra and for free, process ids for the seniors and veterans. Mr. McElwee asked if it was ok to use the community center or Boro hall on March 23<sup>rd</sup>, 2018 for that purpose. Mr. McElwee indicated he had to confirm with Mr. Norcross and when that was done he would get back the council with the date. Mr. Gural indicated he need to make sure the date and time he desired was open in the community center. Mr. McElwee stated it is awful that you claim to be fiscally responsible, but you hire someone that cost more than what we previously had on the books.

No one else from the public wishing to be heard, President. Russell made a motion to close the public portion, Mr. Howard second the motion.

**All members present voted in favor of the motion.**

Ms. Weiner asked if any progress had been made towards up setting up chairs for the seniors in the community center. Mr. Gural stated we are in the process of purchasing chair carts to help with the movement of chairs, however we will help them when we can but we don't have the resources to set up and break down tables and chairs. Mr. Gural stated Mr. Palmer is a senior also.

#### **MAYOR AND COUNCIL COMMENTS**

**Gina Tait** had no comment.

**Brandon Allmond** had no comment

**Lewis Yetter** stated "Go Eagles"

**Mr. Howard** had no comment

**Mindie Weiner** had no comments.

**Bernadette Russell** thanked everyone for coming out and have a safe week.

**Mayor Arnold** thanked everyone and reminded everyone to be good neighbors and be kind to one another.

Mr. Yetter made a motion to approve Resolution 2018-92 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 Russell second the motion

President Russell made a motion to approve Resolution 2018-79. Mrs. Tait second the motion.

**At the call of the roll, the vote was:**

AYES: Mr. Allmond, Mr. Howard, Mrs. Tait, Ms. Weiner, Mr. Yetter, President Russell

NAYES:

Borough Council went into closed session at 10:03 pm

President Russell Made a motion to open to the public. Mr. Howard second the motion. All voted in favor of the motion.

Borough Council returned from closed session at 10:36 PM

President Russell made a motion to adjourn the meeting. Mr. Howard second the motion.

All voted in favor of the motion

**Meeting adjourned at 10:37 PM**

Respectfully Submitted

Doretha R Jackson

Acting Municipal Clerk