

Borough of Palmyra
Council Caucus Meeting Minutes, 7:00 PM
Monday October 2nd, 2017

CALL TO ORDER

The Caucus Meeting of the Borough Council of the Borough of Palmyra was called to order by Mayor Michelle Arnold at 7:00 pm

ROLL CALL

Present: Mayor Michelle Arnold, President Tim Howard, Mr. Frank Cosky, Mrs. Bernadette Russell, Ms. Mindie Weiner, Mr. Lewis Yetter
Absent: Mr. Gina Tait

Pledge of Allegiance was recited 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, 2017.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 10, 2017.
- C. Notice to All Council Members.

INVOCATION

Prayer was given by Police Chaplin Ella Graham of Maranatha Christian Fellowship Church located in Moorestown, New Jersey.

APPROVAL OF MINUTES

Mayor Arnold requested motions for approval of the following minutes:

September 12th, 2017 Special Meeting

Mr. Cosky made a motion to approve the minutes from the special council meeting of September 12th, 2017. President Howard second the motion.

At the call of the roll,

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

NAYES: None

September 18th, 2017 Executive Session Meeting Minutes

President Howard made a motion to approve the minutes from Executive Session on September 18th, 2017. Mr. Cosky second the motion.

At the call of the roll.

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

NAYES: None

ABSTAIN: Mrs. Russell

CORRESPONDENCE

Mayor Arnold acknowledged a letter received from Scott A Coffina of the Burlington County Prosecutors Office.

Mayor Arnold acknowledged a thank-you card received from the May Family.

Mayor Arnold also acknowledged and read an e-mail received from Bernard Schmidt.

Mayor Arnold also read a letter received from PSE&G and the New Jersey Tree Foundation regarding an upcoming seminar called "Right Tree, Right Place- Right way to be held November 3rd, 2017 at Edgewater Park Municipal Building.

Mayor Arnold asked for approval of the following Resolutions:

Resolution 2017-206, Resolution Appointing Michael Hynes to the Borough of Palmyra Police Department effective October 2nd, 2017 with an annual salary of \$37,643.74.

Mrs. Russell made a motion to approve Resolution 2017-206 as read. Mr. Cosky seconded the motion.

At the call of the roll.

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

NAYES: None

Oath of Office administered to Michael Hynes

I Michael Hynes 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 Police Department in the Borough of Palmyra in Burlington County, according to the best of my ability...So help me God.

Resolution 2017-207, Resolution Appointing Michael Julia to the Borough of Palmyra Police Department effective October 2nd, 2017 with an annual salary of \$37,643.74

Mrs. Russell made a motion to approve Resolution 2017-207 as read. Mr. Cosky seconded the motion.

At the call of the roll.

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

NAYES: None

Oath of Office administered to Michael Julia

I Michael Julia 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 Police Department in the Borough of Palmyra in Burlington County, according to the best of my ability...So help me God.

Resolution 2017-208, Resolution Appointing Ms. Ella Graham as a Chaplin to the Borough of Palmyra Police Department effective October 2nd, 2017

Mrs. Russell made a motion to approve Resolution 2017-208 as read. Mr. Cosky seconded the motion.

At the call of the roll.

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

NAYES: None

Oath of Office administered to Ella Graham

I Ella Graham 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 Chaplin for the Borough of Palmyra Police Department in the Borough of Palmyra in Burlington County, according to the best of my ability...So help me God.

PROCLAMATION

Mayor Arnold read the following Proclamation into the record:

**Put the Brakes on Fatalities Day
October 10, 2017**

October 10, 2017, has been declared Put the Brakes on Fatalities Day® by the Borough of Palmyra and the Palmyra Police Department:

WHEREAS, Across the nation, traffic crashes caused 35,092 fatalities in 2015, and are the leading cause of death for young people ages 15 to 34; and,

WHEREAS, In New Jersey, 603 individuals lost their lives in traffic crashes in 2016; and,

WHEREAS, Pedestrian-related crashes accounted for 27.5 percent of the State's traffic fatalities, while 19 percent of all fatal crashes involved a distracted driver; and,

WHEREAS, Motorcyclists, bicycle riders and pedestrians face increased risks on New Jersey's roadways, as people opt for alternative modes of transportation; and,

WHEREAS, 66 motorcyclists, 18 bicyclists and 166 pedestrians were killed in New Jersey in traffic-related crashes in 2016; and,

WHEREAS, Safer driving behaviors such as buckling up, every ride; obeying posted speed limits; stopping for pedestrians in crosswalks and using crosswalks when walking; avoiding aggressive driving behaviors; never driving impaired; wearing proper safety gear while riding a motorcycle or bicycle; and, focusing solely on driving by avoiding distractions, can dramatically reduce the number of traffic-related injuries and deaths;

Now, therefore, I Mayor Michelle Arnold of the Borough of Palmyra do hereby proclaim October 10, 2017, Put the Brakes on Fatalities Day®, and call upon everyone to put these lifesaving behaviors into practice to improve safety on the our community and throughout the State.

PROFESSIONAL UPDATES

William Kirchner, ERI- Mr. Kirchner reported that all the remote thermostats have been installed in the community center and now can be controlled remotely from within the Borough. Mr. Kirchner stated that later on the agenda is a resolution for the NJ DOT Grant for Temple Blvd. CGP&H is preparing the grant application and the BCBC is paying for Mr. Gerkens services. Mr. Kirchner also notified the governing body that Charles Street and Park Avenue is now a 4 way stop, and the striping should be completed by the end of the week. Mr. Kirchner also stated the lip on the baseball field at Legion Park should be removed and new sod planted by the end of the week. Mr. Kirchner stated the bid packets should be available by the end of week for the Legion Park Improvements Project and those bids should be returned by November 1st, 2017. Mr. Kirchner stated there were several odor complaints last month at the sewer plant, and it was determined that a line was clogged. The problem was corrected and the complaints have been minimal. Mr. Kirchner stated over the eight streets which PSE&G and NJAW have been working on various projects and are required to repair, the Borough is trying to coordinate with their repair work and fill in the various gaps to completely repair those streets, gutters and curbs. Mr.

Kirchner gave council maps and several handouts which he explained and indicated our cost vs what the utilities would pay to complete the project. Ms. Weiner asked why we are repairing all the curbing as, she looked at various streets and the curbing did not look like it needed repairing. Mr. Kirchner stated that on the map he could not break up the various areas which did not need repair however they would only repair what is necessary. Mr. Rosenberg inquired if the utility companies would get the same warranty the Borough would receive if the Borough completed the project. Mr. Kirchner indicated the utilities usually get a one year performance bond but we could ask for an additional year. Mr. Kirchner indicated he would be speaking with the various utilities to see if we could come up with an agreement of some kind. If worked out he would return to the governing body seeking a resolution to complete the project.

Gerald DeFelicis, of Maser Consulting did not attend the meeting.

PRESENTATION

Ms. Eva Schultz, President of the Palmyra Ambulance Association came to explain how the Ambulance Association works and bills. The Palmyra Ambulance Association was founded in 1921 and incorporated in 1928. Ms. Schultz stated they supply all the police cars with first aids supplies, oxygen supplies, oxygen, and oxygen bottles at no cost to the Borough. Ms. Schultz stated in 2006 they began soft billing for the Ambulance Association's services. Soft billing means we take whatever the insurance companies give. Mrs. Schultz indicated they do not go after residents of the Tri Boro area, Palmyra, Cinnaminson and Riverton for co-pays nor do they send them to collections. Mrs. Schultz stated we do not bill to make extra money, we bill to maintain the property and equipment of the Association. Ms. Schultz went over the procedures for what to do when you receive a bill from the Association. Ms. Schultz stated they just wanted to make everyone aware of how to handle any bills they receive and to make Council aware of how to handle any calls or complaints they receive from residents regarding billings. Danny Norman stated Virtua does not soft bill and gave information regarding calls to various Townships and how they bill. Mayor Arnold indicated the importance of keeping the Palmyra Ambulance Association in Palmyra and supporting them.

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.

Mrs. Russell made a motion to open the public portion, President Howard second the motion.

All members present voted in favor of the motion

Ms. Veitenheimer –Rowland Street – Ms. Veitenheimer indicated she thought Rowland and Henry Streets were on the list for street repairs as they had their gas lines replaced, she also wanted to know if

and would they be getting the same repairs as the other streets mention. Mr. Gural stated the utility companies are not ready to pave those streets currently, they may be ready in 2018, but when they are ready we will be asking for the same thing.

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

All members present voted in favor of the motion.

RESOLUTIONS Consent Agenda

Resolution 2017-209 to Resolution 2017-212 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 2017-209**, Resolution Authorizing the Cancellation of Municipal Certificate of Sale for Block 107, Lot 24
- **Resolution 2017-210**, Resolution Granting Approval to Submit a Grant Application and to Execute a Grant Contract with the New Jersey Department of Transportation for the Temple Boulevard Reconstruction Project
- **Resolution 2017-211**, Resolution Requesting Approval of Item of Revenue and Appropriation NJSA 40-A: 4-87 (Chapter 159) Click it or Ticket It In the Amount of \$5,252.50
- **Resolution 2017-212**, Resolution Authorizing the Refund of \$451.95 for Tax Sale Certificate #17-00032 Erroneously Sold at Tax Sale

Mrs. Russell made a motion to approve the consent agenda as read, approving Resolution 2017-209 thru 2017-212. Mr. Yetter seconded the motion.

At the call of the roll.

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

NAYES: None

COMMUNITY SPOTLIGHT

Ms. Weiner indicated the Halloween Parade will be held on October 30th, 2017 at 7:00 pm.

Mayor Arnold indicated the Veteran's Day Celebration will be held Saturday November 11th, 2017 at 11:00 am at the War Memorial.

Ms. Weiner stated the Halloween Parade Committee is hosting a Masquerade Ball at Curran's from 8:00 pm to 10:00 pm on October 14th, 2017 the cost of the tickets is \$20.00.

Ms. Weiner also indicated the PHS Foundation for Education Excellence will be holding a public meeting next week at the High School. Ms. Weiner also stated they were very successful with the Casino Night fundraiser and raised about \$15,000.00 to donate to the science department of Palmyra High School.

Mayor Arnold indicated the Town Wide Yard Sale was a great success and there were over 110 participating homes.

DISCUSSION ITEMS

NEW Business

Mr. Gural notified Council that we have the opportunity to extend our Land Use Board claims insurance coverage up to \$1,000,000.00. Our coverage is currently \$150,000.00. Mr. Gural indicated if the cost were 5,000.00 it may not be worth it however if it were 2,000.00 it might be worth it. Mr. Gural stated, council has a week to make a decision and we will have the opportunity to revisit this in 2019. Mr. Gural indicated he would submit the application and Council agreed Mr. Gural could make the decision.

Mr. Gural explained the proposed ordinance for the Key lock box/Knox Box system and the requirements which would be imposed. Mr. Gural stated the box is installed right outside their front door and the key to the door is placed inside. The fire company has a universal key which opens the box and allows the fire company access to the key for their front door or doors. Ms. Weiner asked how much does it cost and who pays for it. Chief Dreby explained the average cost is about \$350.00 but could be more depending upon the size of the box you have installed and the cost would be paid for by the business or property owner. Mr. Norman indicated the program has been in Cinnaminson for about five years and has worked out very well. He also explained the security, audit of keys on the fire trucks, and who has control. Chief Pearlman asked if Cinnaminson also requires residential properties to install know boxes. Mr. Norman explained they are not required however if they wish to participate they are not turned away.

Mr. Gural explained the code enforcement officer position is currently part-time and everyone is aware that it just is not working, the code enforcement issues are growing. Mr. Gural stated he felt the position should be full time and should include the record keeping and declaration of vacant and abandon properties also. Mr. Gural's recommendation is to make the position full time and retain the part-time person we currently have. Mr. Howard asked is Mr. McGill's position at public works part-time. Mr. Gural explained currently 40% of his salary is code enforcement and 60% is public works. Mr. Gural explained Mr. McGill is needed full time in public works, however he sees what is going on outside because he is on the street. Discussion what had by Council regarding full-time vs. part-time and having both full and part-time personnel for Code enforcement. Mr. Gural stated he would prepare the advertisement for full-time and the decision can be made at a later date as to how council wishes to proceed.

Mr. Gural stated as everyone is aware our goal is to have full time coverage at the Community Center. We have hired a Scheduler and assistants and the next progression in the process to re-key/ change the locks on certain portions of the community center, allowing access to only the portions of the center they have requested and/or paid to utilize. Mr. Gural said there are so many keys to the building out in the general public, which for one reason or another have not been returned. Mr. Gural stated people don't need keys anymore as we have a staff to greet them and allow access to the center. Mr. Gural indicated he had plans of the community center which he will be giving to council so they may review and add input as to what doors they feel should be re-keyed. Mr. Cosky inquired are there keys which give all access. Mr. Gural indicated yes and we cannot account for all of the keys which were issued. Mrs. Russell inquired who has designated rooms or space in the center. Mr. Gural indicated that is another situation, it has expanded over the years, when the facility was built it was built with one area

of storage for the Borough, in the back. However over the years the pantry, the class rooms have been claimed by various organizations and have become their storage areas thus leaving what was class instruction space as storage space. Mayor Arnold stated that in addition to looking at changing keys in the center we will also be looking at the configuration of storage and the uses of the various rooms in the building. There was additional discussion regarding the locks and keys and the use of various rooms for storage in the center.

Mr. Gural explained currently outdoor seating and dining is not permitted in the Borough of Palmyra, however if any business wishes to have outdoor seating /dining all they currently need to do is apply to the Land Use Board for a variance.

Mr. Gural stated that for the past 10 years, we have been told that the court room chairs need to be replaced with chairs which cannot be used as a weapon. Recently during our safety inspection conducted by JIF, the number one item we could not address was the court room chairs. Mr. Gural indicated we could chain them together or screw them to boards to connect them together but that will look like exactly what we do. Mr. Gural explained there are chairs made which connect together to prevent someone from picking up one chair and using it as a projectile. Mr. Gural indicated this could potentially affect our insurance rate. Mayor Arnold asked Mr. Gural to get quotes for new chairs.

Mr. Gural indicated the capital ordinance was approved by the governing body which included funding for the purchase of the ladder truck. The situation exists that we may purchase that truck through the Houston- Galveston Area Council, an interlocal contract for cooperative purchasing, and save about \$40,000.00. To purchase thru HGA-C we must become members and because it is from outside of New Jersey we are required to advertise the purchase ten days in advance of purchasing the truck from this purchasing cooperative. Mr. Gural requested tentative approval that we intend to purchase the ladder truck within the near future. Mayor Arnold and Council agreed they will be purchasing the ladder truck.

OLD Business

Mr. Gural stated that during the 2017 budget process the Municipality appropriated \$15,000.00 for a potential donation for the Independence Fire Company #1. Prior to that time the Borough established an ordinance which indicated any organization which used or maintained borough assets or resources and received Borough funding needed to provide financial statements and or to sign an operating agreement. Mr. Gural indicated there was a change in the State law in 2015 regarding municipalities donating funds to volunteer fire companies and a Local Finance Notice was sent to all Municipalities. The notification indicated Fire companies were required to provide financial reports for the governing body's approval and 50% of the funds the Borough donates must be used for equipment, supplies and materials. Mr. Gural stated the fire company uses that donation to pay for insurance, utilities and improvements to the fire house. The Independence Fire Company #1 owns the building and is a private non-profit corporation. The Fire department fights fires and owns all the equipment, trucks and the Borough funds them thru the budget. Mr. Gural stated the donation request is from the Independence Fire Company #1, and when given they must spend 50% of the donation on equipment. Mr. Rosenberg suggested the Borough pay a lease to the Fire Company for use of the building. Additional discussion what had regarding how and if the donation should be given. Chief Dreby indicated that due to some

leadership changes some things were not taken care of in the time frame which they should have been and the Fire Company is trying to get back on board.

Should be noted President Howard left the room at 9:10 and returned at 9:12 pm.

Mr. Gural stated they will continue to work on a way to get the donation to the Independence Fire Company #1 and the Fire Company will have to buy the equipment. Mr. Gural indicated it will be the Fire Company's responsibility to notify us that they spent half of the monies on supplies and equipment. More discussion was had regarding the donation. Mr. Gural indicated he and Ms. Condo will verify with the auditors our plans to complete the paper work for the \$15,000.00 donation now and set up a lease agreement with the Independence Fire Company #1 and the Fire Department to lease the fire company's building to store the fire departments equipment for the future.

Mr. Rosenberg indicated the NJ League of Municipalities is aware of the vacant property ordinance situation and has no recommendation as to how to proceed currently. Mr. Gural stated the Burlington County JIF has indicated they cannot guarantee coverage if we are sued. Mr. Gural indicated that if the ordinance is going to be amended now is the time to do it. Mr. Rosenberg indicated that Ms. Weiner suggested we begin by changing the fees charged for the registrations. Additional discussion was had regarding the vacant registration ordinance and how it is worded and applied. Council is in agreement that something needs to be done and it should be addressed as soon as possible. Mr. Gural and Mr. Rosenberg indicated this should work in coordination with a vigorous code enforcement program. Ms. Weiner inquired if council was going to work on changing the current Ordinance now. Mrs. Russell stated if we change the ordinance and don't have anyone in place to enforce it, the Borough will still have the same problems we currently have. Mrs. Russell stated the full time code enforcement person needs to be in place. Mrs. Weiner indicated they can be done at the same time. Ms. Weiner suggested everyone on council look over the Ordinance and send any suggestions they have to Mr. Gural and it be listed on the agenda until completed.

Mr. Gural indicated he had a conversation with the owner of Hot Wet and Wax and a meeting with Philadelphia Sign Co, Callahan Chemical regarding the road conditions of Filmore Street. Philadelphia Sign indicated they are going to do a repair to the road before the winter as the road is in need. Mr. Gural stated his meeting with those companies was in regards to long term maintenance of the road, he explained in detail the ideas the governing body had in regards to the long term maintenance of the road. Mr. Gural indicated the road repair costs to Filmore Street is about \$76,000.00 as indicated in Mr. Kirchner's report. Mr. Gural indicated Council may wish to repair the road and determine how they wish to proceed with the long term maintenance at a later time, either by vacating the road to the adjacent property owners or establishing a special improvement district. Mr. Rodger Bond owner of Hot, Wet, and Wax Car Wash stated his business does not make the kind of money which the other companies make and he cannot afford to maintain the road. Mr. Bond stated that he owns a double lot which goes from Public Road to Filmore Street. Mr. Cosky and Mr. Gural explained how the special improvement bid/district works. Mr. Gural stated on the next agenda will be a resolution authorizing Mr. Kirchner to move forward with repairing the road.

Mr. Gural stated Mr. Gerkens submitted some language for Council consideration, which was included in your packets; to be presented to the Land Use Board regarding creating an arts district in Palmyra.

ADMINISTRATOR'S REPORT

Mr. Gural indicated the report of Tax Sale was included in your packets for your information.

Mr. Gural indicated Chief Pearlman is working on the Safe and Secure Communities Grant for 2016/2017 with the hopes of receiving what we received for 2014/2015- \$39,485.00 and in 2015/2016 - \$39, 485.00. Mr. Gural explained the Borough received that money retroactively and thanked the Chief for all his efforts.

Mr. Gural stated at the last meeting he indicated it may cost in excess of \$6,000.00 for the waterfront permits. Since that meeting he has spoken with representatives of Mazer and believes the cost will be much less than \$6,000.00, more information will follow.

Mr. Gural indicated 1006 Cinnaminson Avenue is on the agenda as it was on our top 10 list and has been foreclosed upon and sold and is currently being cleaned up.

Mr. Gural indicated President Howard has been add to the NJLM Conference and lodging accommodations have also been made.

Ms. Weiner asked if it was possible to do something, like plant a tree in memory of Jim May. Mayor Arnold stated she was working with Mr. May's Family and they were trying to determine where they would like the tree to be planted, possibly somewhere around the Promenade. Mayor Arnold stated when she has additional information from the family she will bring it to council so a decision can be made.

COMMITTEE REPORTS

Councilman Yetter indicated he had no report

Councilwoman Russell indicated she wanted to thank John Haines and public works for all their help with setting up and moving tables and chairs for the Farmer's Market.

Councilwoman Weiner indicated the Farmer's Market is over and it was a great thing for our community. The Business and Community Development committee will be meeting this month and is excited about the language referring to the Arts District for the Master Plan. Ms. Weiner also asked that the outdoor seating ordinance, copy included in your packet, you review and give the Business and Community Development committee some feedback as to how you feel about bring it into the Borough. Ms. Weiner inquired where the paper work or master file for public events would be held or who that paper work should be sent to. Mr. Gural indicated that paperwork and or documents should be sent to Rita in the Clerk's Office as she is the official keeper of the records for the Borough.

Councilman Cosky stated the construction committee will be meeting on the 12th of October and one issue which they will be addressing is the signage in the Borough.

President Howard indicated Youth and Recreation committee will be meeting soon.

Mayor Arnold indicated the Public Safety Committee has been working on the Knox box system and with the Ambulance Association. Mayor Arnold indicated the initial meeting was held with CBA, negotiations have started, and additional meetings have being scheduled. The Police Citizens Academy is under way and the enrollment has doubled from the last class. Mayor Arnold indicated she attended the

Palmyra Harbour Condo Association meeting and presented a report. Mayor Arnold indicated they have concerns about outside dumping and vacant properties. Mayor Arnold stated she will be attending the New Jersey Conference of Mayors meeting this week where she has been assigned to the Spring Conference Advisory Committee and the Anti-Heroin Opiate Committee. Mayor Arnold also stated Santa is coming to town on December 8th, 2017. Ms. Weiner stated if help was need with the Holiday Bash/ Tree Lighting she would be willing to help. Mayor Arnold indicated she will be reaching out to the Fire Company and the Schools for recommendations for the street route for Santa.

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 Howard made a motion to open the public portion, Mr. Yetter second the motion.

All members present voted in favor of the motion

Mr. McElwee – Columbia Avenue – Mr. McElwee state Sandy wanted to know why the new plants at the Promenade are dead, and will they be replaced. Mayor Arnold stated public works is working on them and yes the dead ones will be replaced. Mrs. Russell stated they has been no rain so they really have to look at them daily.

No one from the public wishing to be heard, Mrs. Russell made a motion to close the public portion. President Howard seconded the motion.

All members present voted in favor of the motion.

There were no Council comments.

Mayor Arnold indicated there was no business for closed session and asked for a motion to adjourn.

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

All members present voted in favor of the motion

Meeting Adjourned at 10:05 pm

Respectfully Submitted

Doretha R. Jackson
Acting Municipal Clerk