

Borough of Palmyra
Regular Council Meeting Minutes
Monday, April 16th, 2018

CALL TO ORDER

The Regular Meeting of the Borough Council of the Borough of Palmyra is hereby called to order by Mayor Michelle Arnold at 7:00 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

The 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:

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

INVOCATION

Prayer was given by Chaplin Tristen Shin

APPROVAL OF MINUTES

Mayor Arnold requested a motion for approval of the March 19th, 2018, Regular Council Meeting Minutes. President Russell made a motion to approve the minutes from the Regular Council Meeting of March 19th, 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

Mayor Arnold acknowledged a thank you note received from Brian McBride and Family.

Mayor Arnold read a letter received from the Arbor Day Foundation declaring Palmyra As a Tree City USA member.

PUBLIC PORTION

Mayor Arnold then asked for a motion to open the Public Portion. President 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, Mr. Yetter second the motion.

All members present voted in favor of the motion.

ORDINANCE ON SECOND READING (Public Hearing)

Ordinance 2018-01, An Ordinance To Exceed Municipal Budget Appropriation Limits And To Establish A CAP Bank (N.J.S.A. 40A:4-45.14).

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

At the call of the roll.

All 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. Mr. Howard second the motion.

At the call of the roll.

All voted in favor of the motion

Mayor Arnold asked for a motion to approve ordinance 2018-01. President Russell made a motion to approve Ordinance 2018-01. 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: None

PUBLIC HEARING ON 2018 MUNICIPAL BUDGET

Resolution 2018-116, Resolution to Read the 2018 Budget by Title Only

Mayor Arnold asked for a motion to approve Resolution 2018-116. President Russell made a motion to approve Resolution 2018-116. 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

Resolution 2018-117, Resolution Authorizing the Adoption of the 2018 Municipal Budget

Mayor Arnold commented on the 2018 budget, noting the following:

The total of the 2018 Budget is \$8,717,934.00 which includes grants in the amount of \$170,118.00. The total amount to be raised thru taxation for all Borough operations is \$5,840,593.00 or \$114,217.00 over 2017. The Borough is using \$940,000.00 from surplus to reduce the local purpose tax and an additional \$300,000.00 to pay down debt which should be noted is sooner than required while maintaining a surplus balance of \$1,652,621.00 in surplus for use in future years. The 2018 budget increases the local purpose tax to 1.244 per \$100.00 of assessed value, which is up 2.389 cents over last year, and is a 1.99% increase. For a home assessed at the 2018 Borough average of \$147,600.00, the increase amounts to \$35.26 per year. The 2018 Sewer utility budget is \$1,875,726.00 with spending on waste water treatment and operations debt services and salaries down a total \$26,003.00 from the prior year. Surplus used from the sewer budget is \$237,465.00. Mr. Nehila indicated the 2018 budget is about \$58,000.00 under the spending cap and almost \$200,000.00 under the tax levy cap. Mr. Nehila also noted this year the Borough is not under self-exam, the State actually reviewed our budget and gave us the approval to adopt.

Mayor Arnold asked for a motion to open the meeting to the public from comments regarding the 2018 Budget.

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

At the call of the roll.

All voted in favor of the motion

No comments

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

At the call of the roll.

All voted in favor of the motion

Mayor Arnold asked for a motion to approve Resolution 2018-117 Authorizing the Adoption of the 2018 Municipal Budget. President Russell made a motion to approve Resolution 2018-114. 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

ORDINANCE ON FIRST READING (public hearing May 21st, 2018 at 7.00 pm).

Ordinance 2018-04, An Ordinance of the Borough of Palmyra, Amending Chapter 70, Alcoholic Beverages – Hours of Operation, of the code of the Borough of Palmyra

Mayor Arnold asked for a motion to approve ordinance 2018-04. President Russell made a motion to approve Ordinance 2018-04. 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: None

Ordinance 2018-05, An Ordinance of the Borough of Palmyra Amending Chapter 121 of the Borough of Palmyra Code captioned "Fire Safety"

Mayor Arnold asked for a motion to approve ordinance 2018-05. President Russell made a motion to approve Ordinance 2018-05. 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. None

Ordinance 2018-06, An Ordinance of the Borough of Palmyra Amending Chapter 95 of the Borough of Palmyra Code captioned "Construction Codes, Uniform"

Mayor Arnold asked for a motion to approve ordinance 2018-06. President Russell made a motion to approve Ordinance 2018-06. 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. None

ORDINANCE ON SECOND READING and Public Hearing

Ordinance 2018-02, An Ordinance of the Borough of Palmyra, County Of Burlington, State Of New Jersey, Creating a Junior Firefighter's Auxiliary to the Palmyra Fire Department

Mayor Arnold asked for a motion to open to the Public for comments regarding Ordinance 2018-02. President Russell made a motion to open the public portion for comments. Mr. Howard 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, Mr. Howard second the motion.

All members present voted in favor of the motion.

Mayor Arnold asked for a motion to approve ordinance 2018-02. President Russell made a motion to approve Ordinance 2018-02. Mr. Yetter 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

RESOLUTIONS Consent Agenda

Resolution 2018-118, Resolution Authorizing the Tax Collector to Transfer the \$9,000.00 Premium Due to Foreclosure to the Borough of Palmyra Current Fund Account for Certificate #14-00031

Resolution 2018-119, Resolution Authorizing the Tax Collector to Transfer the \$6,500.00 Premium Due to Foreclosure to the Borough of Palmyra Current Fund Account for Certificate #14-00034

Resolution 2018-120, Resolution Authorizing the Tax Collector to Transfer the 900.00 Premium Due to Foreclosure to the Borough of Palmyra Current Fund Account for Certificate #13-00037

Resolution 2018-121, Resolution Authorizing the Funding of Borough Of Palmyra Share of the MACCS Contract with Central Jersey Waste & Recycling for Basic Service Solid Waste and Bulk Collection.

Resolution 2018-122, Resolution of the Borough of Palmyra, County of Burlington Authorizing a Lien be placed on BLK 41 Lot 18 for Failure to Comply with Obnoxious Growth and Property Maintenance Violations.

Resolution 2018-123, Resolution Authorizing the Payment of Bills for the Month of March 2018 In the Amount of \$1,767,989.85

Mayor Arnold asked for a motion to approve the consent agenda as read. President Russell made a motion to approve Resolution 2018-118 thru Resolution 2018-123 as read. 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: None

Resolutions noted in motion were approved

MOTION TO APPROVE TREASURERS REPORT

Mayor Arnold asked for a motion to approve the Treasurer's Reports of March 2018. President Russell made a motion to approve the Treasurer's Report for March 2018. Mr. Yetter second the motion.

At the call of the roll.

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

NAYES: None

DISCUSSION ITEMS

NEW Business

Mr. Gural stated in council packet is the Redevelopment Study and proposed Redevelopment Plan for Block 24, Lots 1 & 2. (Old PNC Building) which was prepared by the Land Use Board's Planner. Mr. Gural, Mr. Rosenberg, Mr. Brewer and the Borough's Planner Mr. Gerkens met last week to review this and some other matters. Mr. Gural indicated the next step is the Redevelopment Plan which will be completed by our professionals will indicated what can be accomplished in that redevelopment area. Mr. Gural noted the plan must be adopted before the Borough can name a redeveloper and or take the property via eminent domain. Mr. Gural indicated the plan must also be sent to the Land Use Board for approval before returned to Borough Council for their final approval. Mr. Gural indicated the process may take two or three months. Mr. Rosenberg stated council should also indicated an amount to be

spent preparing the plan. Mayor Arnold asked what his recommendation was. Mr. Rosenberg indicated about \$7,500.00. Mayor Arnold asked for a motion to approve Resolution 2018-124 Resolution Authorizing a Redevelopment Plan for Block 24, Lot 1 & 2 in an amount not to exceed \$7,500.00 to all professionals involved.

President Russell made a motion to approve Resolution 2018-124. 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

Mr. Gural stated at the same meeting discussion was had regarding a marketing program for the other redevelopment area on the south side of Rt. 73. Mr. Gural noted Mr. Brewer was in attendance and the plan currently is for our current consultants to reach out to National redevelopers. Mr. Gural stated more information will be at our next redevelopment meeting and council can decide how they wish to proceed with the redevelopment plan.

Mayor Arnold indicated the US Department of Treasury has reviewed the documentation submitted and has approved the Borough of Palmyra to be designated as an Economic Opportunity Zone. Mayor Arnold indicated the Economic Opportunity Zone Program was designed to drive long term capital investments into low income, rural and urban communities. The program provides opportunities for private investors to support investments into stressed communities thru participation in the opportunity funds under rules released by US Department of Treasury. Mayor Arnold noted the towns selected in Burlington County are Palmyra, Willingboro, Burlington City, Pemberton and Riverside.

Mr. Gural stated to make the funding available for various purchases from the Capital budget a fully funded capital ordinance was necessary for Council to have accesses to those funds. Mr. Gural noted Ms. Condo prepared the ordinance which is in your packet for review. Ms. Weiner asked in the ordinance there are things for the fire department also. Mr. Gural indicated yes. Mayor Arnold as when the items are requested to be purchased it comes back before council. Mr. Gural indicated yes, except the fire department items as they do not exceed \$15,000.00. Mr. Gural stated all other individual items will require resolutions for approval by the governing body and no resolution can be made until the ordinance is adopted. After some discussion, Mayor Arnold asked for a motion to introduce and approved.

Ordinance 2018-07 Ordinance Appropriating the sum of \$31,300.00 Now Available from the Capital Improvement Fund, of the Borough of Palmyra for the Purchase of Outdoor Displays, Holiday and General Decorations, Public Events/ Recreation/ Equipment and for Equipment for the Fire Department.

President Russell made a motion to approve Ordinance 2018-07. Mr. Yetter 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

OLD Business

Mr. Gural noted everyone has seen his email regarding the Legion Field restrooms. While we greatly appreciated the employees who have been opening and closing the restrooms, however other arrangements must be made, which may cost us. Mr. Gural indicated we could pay public works employees to open and close them however when public works is called they are entitled to a minimum of two hours for a call, meaning they would get paid a minimum of two hours, (at time and one half) to have someone come and close the restrooms which may take five minutes. Another option is for all of the Police vehicles to be provided a set of keys to the restrooms, and while they are out and on patrol they can do a park check and lock the restrooms at night. Chief Pearlman noted that they intend to lock them at 9:00 pm however there could be situations where they are busy or tied up with something and may not get there until later than 9:00 pm. Mr. Gural stated public works will unlock them in the morning and the police will lock them at night, beginning Friday April 20th, 2018 every day.

Mr. Gural indicated there is a lot going on with clean-up this month in the Borough of Palmyra. Mr. Gural noted Mr. Haines has put together a program, which is free, which will allow us to take electronics at public works for the next two years and the Service will begin this Saturday April 21st, 2018.

.... farmer market applications mindie will give dates

ADMINISTRATOR REPORT

Mr. Gural stated a public hearing has been scheduled for 703 Pennsylvania Avenue. Mr. Gural noted the date of the hearing is April 27th, 2018 at 10:00 am in Boro Hall. Mr. Gural explained the hearing will be conducted with several professionals. Mrs. Russell asked him to explain the process. Mr. Rosenberg explained the State of New Jersey adopted a law which allows municipalities the ability to create ordinances to deal with certain dilapidated home within their districts. Mr. Rosenberg went thru the process which the Borough must take in accordance with our Ordinance. He explained in order to give the homeowner and any lien holders' due process, a title record was done to identify all with an interest in the property. The property owner was then served with notice regarding the condition of the structure and his right to a public hearing and also to obtain an attorney. Mr. Rosenberg explained if as a results of the hearing, the hearing officer determines the building cannot be repaired he can order it be demolished however if the hearing officer determines it can be repaired he can order the homeowner to repair it and if the order is not carried out, he can order the Borough to repair it and lien it for the cost of those repairs. The homeowner has the right to file an appeal in Superior Court if he feels the decision is incorrect. Mrs. Tait asked why we were doing this as the property owner will still own the property. Mr. Gural and Mr. Rosenberg indicated the property will still belong with the property owner, the Borough is not seeking ownership of the property. Mrs. Tait stated indicated she believed there were people in the audience which had some questions or comments.

Mayor Arnold asked for a motion to open to the Public for this discussion only. President Russell made a motion to open to the public for comments on this topic only. Mr. Howard second the motion.

All members present voted in favor of the motion

Mr. Davis – New Jersey Avenue – Mr. Davis indicated he has lived on New Jersey Avenue since 2000. Mr. Davis asked if when they assessed the property they did the entire property or just the house. Mr. Rosenberg indicated the property in total, with the exception of the basement which they could not get to due to safety reasons. Mr. Davis asked if the animals coming from that yard would be taken care of. Mr. Gural explained while some dogs were removed from the home by animal control we have attempted to capture some animals from the yard and have had some success, if we catch a cat, we call animal control and they come and get it, however we are not allowed to capture wild animals because they have a right to be there. If the animal is suspected to be rabid we can remove it, however we do not have the authority and neither does animal control to capture possums, raccoons, etc. Mr. Davis is also concerned about the fence which was put up as there is a gap between it and his fences as access is still obtainable, and he has seen people in and out of the property. Mayor Arnold indicated we would look into it. Mr. Davis indicated there are cars on the property and don't we have an ordinance indicating that cars cannot be parked on a grass surface. Mr. Gural noted the property owner goes thru great lengthly to properly register and insure those vehicles. Mayor Arnold noted the property is being looked at in total and all the issues are being addressed. Mr. David asked if the property is demolished does that not reduce his taxes. Mayor Arnold noted if a building is removed from the property then the property no longer has an improvement on it so it would be valued accordingly.

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

All members present voted in favor of the motion.

Mr. Gural notified Borough Council that the NJ Juvenile Justice Commission Summer Expansion Program Grant we applied for several summers has been denied. Mr. Gural indicated we will apply again next year.

Mr. Gural explained Mr. Gerkens attended a meeting with the Land Use Board subcommittee which is reviewing the 10 year Master Plan Reexamination after some discussion they agreed to incorporate a public survey into their outreach efforts. Mr. Gural indicated they will wait until the draft is available present it to the remaining Land Use Board for comments and questions and at the same time open it up for public input. Mr. Gerkens is working with the County Economic Office to prepare that survey and it will be done thru Survey Monkey.

Mr. Gural indicate we have received many applications, checks and certificates of insurance for the Farmers' Market however we have no knowledge of when or what is going on with it. Ms. Weiner stated in the past the Tax office would just let her know and put them in her mailbox. Mr. Gural noted there are checks which should be processed. Mr. Gural stated that applications and checks have different dates and we would like to know when it starting and when it's running so that it may be scheduled. Ms. Weiner indicated they will be starting on May 24th, 2018 and running thru September 27th, 2018.

COMMUNITY SPOTLIGHT

Mayor Arnold indicated Palmyra Downtown Public Safety Day is May 5th, 2018.

Mayor Arnold indicated Jennie Java Joint will be hosting its Grand Opening in May 5th, 2018 and Mama's Cookies will be opening soon. Mayor Arnold indicated the Free Rabies Vaccine is April 21st, 2018 at the Community Center and The PRC Lions Club is holding its annual Flea Market and Craft show on April 28th, 2018 at Cinnaminson Middle School. Mayor Arnold stated the Burlington County Distinguished Citizen of the year award is Monday April 23rd, 2018, where Maryann O'Brian and Jean Stanfield will be honored. Mayor Arnold indicated there is a clothing and shoe drive from now to May 6th, 2018 as a fund raiser for the Palmyra Moravian Church. Mayor Arnold stated the Palmyra Band Parents fund raiser was held at Whistler's and it was a success. Mayor Arnold indicated Valerie Still had a book signing and presentation at Temple University last week and we will be having her at the Community Center soon to do the presentation again. Mr. Yetter stated they was also a write up about her in the Burlington County Times. Mayor Arnold indicated the Science Slam will be held at Rowan College on April 22, 2018 from 12:00 noon to 4:00 pm. Ms. Weiner indicated the PIA clean-up is this weekend. Mrs. Tait stated the Soccer Boosters will be having a Hoagie Sale at the concession stand on Saturday and the Palmyra High School will be hosting a softball tournament this weekend at Legion Field.

Mayor Arnold noted the JIF Safety meeting was held on April 10th, 2018. Mayor Arnold noted beginning May 23rd, 2018 public works will be open on Wednesdays from 3:00pm to 7:00 pm. Mr. Allmond asked if electronic drop off is only for weekends. Mr. Yetter indicated they are accepted only during the times when public works is open to the public. Mayor Arnold indicated the Palmyra Condo Association has their meeting tonight and they are electing member of the Board of Trustees.

COMMITTEE REPORTS

Mr. Howard – Youth and Recreation, Public Building, Grounds and Parks – Mr. Howard indicated we already spoke about the bathrooms and glade the Chief will be helping out with closing them. Mr. Howard asked if there is some way we can get signage which indicates that cameras are present and recording. Mr. Howard indicated they are still working on the softball field. Mayor Arnold asked if a bike rack could be installed down by the dog park. Mr. Gural indicated he would look into it.

Mrs. Tait – Public Safety Director, Board of Education Liaison, and Public Events– Mrs. Tait indicated the public safety committee will be meeting soon. Mr. Howard indicated she attended the Board of Education meeting highlighting the report regarding sending the 6th grade

Ms. Weiner – Administration and Finance, Business and Community development, Homeowner Association – Ms. Weiner stated the finance committee did not meet. Ms. Weiner indicated the business and community development committee met, however there is nothing to report.

Mr. Allmond –Communications and Public Relations Committee– Mr. Almond stated the communications committee still working on the newsletter and the Board of Education announced the Teachers of the Year at PHS, which were Mr. Slocum and Ms. Schmidt and at Charles Street School they named Ms. Lewis and Ms. Hoffecker. Mr. Allmond indicated the superintendent gave his presentations of the three proposals for the high school reconfiguration, and his recommendation was to move the 6th grade to the high school which the e school board approved for the 2019-2020 calendar year.

Mr. Yetter – Public Works, Redevelopment and Negotiations – Mr. Yetter stated indicated again that public works will be accepting electronics. Mr. Yetter noted the Green Team met this week and are still working on getting certified.

President Russell – Construction, Housing and Code Enforcement Committee– President Russell noted the Shade Tree Advisory Committee has a new member. President Russell stated she wanted to thank Mr. Lunemann for his report and is excited about the progress we are making. Mr. Gural indicated that members on the Shade Tree Advisory Committee are appointed by resolution, if you could forward the person's name to Ms. Jackson she can prepare that resolution.

PUBLIC COMMENT

Mayor Arnold asked for a motion to open the Public Portion. President Russell made a motion to open the public portion for comments. Mr. Howard second the motion

All members present voted in favor of the motion

Mr. Rader – Harbour Drive – Mr. Rader asked if copies of the petitions filed for office are available to the public. Mr. Gural answered yes you may come in and review at any time however if you want copies you will have to OPRA request them.

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

All members present voted in favor of the motion.

MAYOR AND COUNCIL COMMENTS

Gina Tait had no comment

Brandon Allmond had no comment

Lewis Yetter indicated he was looking forward to May 5th, 2018. His understanding was that there were some issues with the times when various committees can meet. Mr. Yetter indicated he will do his best to not break any rules, just want to see things keep moving forward.

Mr. Howard had no comment

Mindie Weiner asked where we were with Horace Avenue and the other streets in regards to paving. Mr. Gural explained we are still in the process of putting all the pieces in place to begin the project, additional information will be coming.

President Russell no comment, just have a great week.

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

Resolution 2018-125, Resolution Excluding the Public from Certain Meetings Pursuant To Section 8 of the Open Public Meeting Act C. 231 P. L. 1975. **Redevelopment Negotiations**

Mayor Arnold asked for a motion to approve resolution 2018-125. President Russell made a motion to approve Resolution 2018-125 as read. 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: None

Resolution noted in motion is approved

Borough Council went into closed session at 8:32 pm

Mrs. Tait made a motion to open to the public. President Russell second the motion. All voted in favor of the motion.

Borough Council returned from closed session at 8:48 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 8:49 PM

Respectfully Submitted

Doretha R Jackson
Acting Municipal Clerk