

# **BOROUGH OF PALMYRA MINUTES-February 19, 2013**

## **CALL TO ORDER**

### **ROLL CALL:**

**Present:** Mayor Scheffler, Mrs. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Ms. Kane (student representative).  
**Absent:** President Dorworth, Mr. Bostock, Mr. Norcross.

## **OPEN PUBLIC MEETINGS STATEMENT**

Public Notice of this meeting pursuant to the Open Public Meetings Act has been given by the Borough Clerk in the following manner:

- A. Posting written notice on the official bulletin board at the Palmyra Borough Hall on January 7, 2013.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 7, 2013.
- C. Notice to All Council Members.

## **RECOGNITIONS.**

**A. Recognition of the Palmyra High School InterAct Club-Mayor Scheffler presented to the students of the InterAct Club for their service at the community center in honor of Martin Luther King Day. Lorita Foster, teacher, Francis Williams, Day John Hart, Brett Jakubowski, Zach Ozalis, Matt Miller, Sarah Morgan, Alec Hochenberger, Jonas DiPinto, Alexa Sarracino, Ben Sharapoff, Irene Farinas, Amy Talley, Taylor Young were all presented certificates.**

**B. Burlington County JIF Awards-Mayor Scheffler recognized Tracy Kilmer, safety coordinator and Marie Nagle, Wellness Coordinator for receiving recognition from the JIF for their work.**

**C. READ ACROSS AMERICA-Mayor Scheffler read the proclamation into the record.**

WHEREAS, the citizens of the Borough of Palmyra, County Of Burlington stand firmly committed to promoting reading as the catalyst for our students' future academic success, their preparation for America's jobs of the future, and their ability to compete in a global economy; and WHEREAS, the Borough of Palmyra has provided significant leadership in the area of community involvement in the education of our youth, grounded in the principle that educational investment is key to the community's well-being and long-term quality of life; and WHEREAS, "NEA's Read Across America," a national celebration of reading on March 1, 2013, sponsored by the National Education Association, promotes reading and adult involvement in the education of our community's

students; THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of Palmyra calls on the citizens of the Borough of Palmyra, County of Burlington, to assure that every child is in a safe place reading together with a caring adult on March 1, 2013; AND BE IT FURTHER RESOLVED that this body enthusiastically endorses "NEA's Read Across America" and recommits our community to engage in programs and activities to make America's children the best readers in the world.

**D. Proclamation- Proclamation Declaring March 12-16, 2013 Flood Safety**

**Awareness Week. Mayor Scheffler read the following section into the minutes:**

*Whereas*, under the coordination of the National Weather Service with the strong support of the Borough of Palmyra Council, the Borough of Palmyra Office of Emergency Management, the Red Cross, a number of state and federal, and local volunteer agencies and businesses will be informing and educating the public on steps that should be taken to survive the severe weather hazards and the potential disasters that this spring and summer may bring, and; *Whereas*, by taking reasonable precautions, the citizens of the Borough can reduce the loss of life and property and also decrease the effects of severe weather on our resources and economy.

**COORESPONDENCE.**

A. **Senate Bill 2511- Resolution Opposing Senate Bill 2511 Amendments To Open Public Meeting Act.** Mayor Scheffler discussed that the Borough is in favor of the changes to make the agenda more available to the general public and also supports the right of the public to be present at all meetings of the council. Mayor Scheffler explained that she does have some issues with the costly unfunded mandates that the bill will create and that it is unfair to residents to not allow a more friendly process to address their concerns that are present at the meetings.

B. **Bridge Commission- Chief Pearlman informed council that the Bridge Commission has sent a request to place a don't block the box traffic design at the intersection of Temple and Souder Street.** Chief Pearlman explained that blocking the intersection causes a lot of traffic to back up. The bridge commission will cover all of the expenses for the work as well as notify the residents in the Palmyra Harbour about the change.

C. **Halloween Parade Committee-** Mayor Scheffler read a letter of thank you from the Halloween Parade Committee. The committee had placed an ad in the Burlington County Times thanking all of the sponsors. Mrs. Riener inquired if four members of council could attend the Halloween parade committee meetings without violating the quorum rule. Mr. Rosenberg explained that since the committee was independent of the borough and not appointed by the Mayor or Borough Council it would not be a function of the governing body and so would not be counted as a quorum.

D. **Council Committee Appointments.-** Mayor Scheffler appointed Mrs. Ragomo Tait as the head of the public events committee along with Mr. Norcross as a member. Mayor Scheffler appointed Mr. Norcross to a new committee-Youth and Recreation along with Mrs. Ragomo Tait and Ms. Kane as members.

**APPROVAL OF MINUTES.** Mrs. Riener made a motion to approve the minutes from February 4, 2013, Ms. Dobbs second the motion. All members present voted in favor of the motion.

**PRESENTATIONS.**

A. **DVRPC Broad Street project-Environmental Resolutions.** Mr. Kirchner and Mrs. Arcari presented the Broad Street (CR543) traffic calming study that was prepared with a grant from the DVRPC for the borough. Mrs. Arcari explained that meetings were held with Chief Pearlman, the business community and Burlington County to help with study. The study is actually a recommendation for the future improvements to Broad Street. There is a need for slower traffic and a friendly pedestrian route. Mrs. Arcari reported that she is still working on the intersection of Highland and Morgan Avenue with the DOT and NJ Transit. There are a lot of rear end collisions

at the intersection of Broad and Cinnaminson Avenue that traffic calming devices would help alleviate. The angle parking on Broad Street is also an issue and that the calming devices proposed would slow the traffic down to allow someone to back out safer. The traffic calming devices for Broad Street would allow for safer access to mass transit, increased pedestrian and bike activity and investment and new businesses for Broad Street. Mrs. Arcari explained that could be a gateway to the borough located at Public Road and Market Street welcoming people to Palmyra. The area in front of the EMS and firehouse could also be enhanced with new patterns and colored pavement. Mrs. Riener discussed the need for a flashing light to be placed in front of the firehouse to allow the trucks to enter and exit. Mrs. Arcari explained that they could be placed there, but the Borough would have to acquire permission from Burlington County since it is a county road. Mrs. Arcari discussed the need for more signage to show residents the Heritage Trail route. Mrs. Arcari recommended that there be a review of the signage on Broad Street and that the outdated signs be removed and also that there are areas of double signage. Mayor Scheffler inquired as to the next step. Mrs. Arcari explained that if there were any comments from council they could be incorporated and then the final report would be sent to the DVRPC for their approval. DVRPC will provide comments as well. Mr. Kirchner explained that this study is a stepping stone for the borough to use for when they wish to do work on Broad Street.

#### **ORDINANCE ON FIRST READING.**

A. **Ordinance 2013-1**, An Ordinance Amending Section 304(f) Of The Land Development Code Of The Borough Of Palmyra. (accessory buildings). Ms. Dobbs made a motion to adopt the ordinance on first reading, Mrs. Riener second the motion. At the call of the roll, the vote was:

AYES: Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mayor Scheffler

NAYES: None. The ordinance was adopted on first reading and will be heard on second and final reading at the council meeting of March 18, 2013 at 7pm.

B. **Ordinance 2013-2**, An Ordinance Regulating The Display Of Merchandise In The Borough Of Palmyra. Mrs. Riener made a motion to adopt the ordinance on first reading, Ms. Dobbs second the motion. At the call of the roll, the vote was:

AYES: Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mayor Scheffler

NAYES: None. The ordinance was adopted on first reading and will be heard on second and final reading at the council meeting of March 18, 2013 at 7pm.

C. **Ordinance 2013-3**, An Ordinance To Exceed Municipal Budget Appropriation Limits And To Establish A CAP Bank (N.J.S.A. 40A:4-45.14). Ms. Dobbs made a motion to adopt the ordinance on first reading, Mrs. Riener second the motion. At the call of the roll, the vote was:

AYES: Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mayor Scheffler

NAYES: None. The ordinance was adopted on first reading and will be heard on second and final reading at the council meeting of March 18, 2013 at 7pm.

D. **Ordinance 2013-4**, An Ordinance Amending Ordinance 2012-37, Chapter 230 Of The Code Of The Borough Of Palmyra (yard waste, construction debris). Mayor Scheffler requested that the requirement from a physician be removed. Mrs. Riener made a motion to adopt the ordinance on first reading, Ms. Dobbs second the motion. At the call of the roll, the vote was:

AYES: Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mayor Scheffler

NAYES: None. The ordinance was adopted on first reading and will be heard on second and final reading at the council meeting of March 18, 2013 at 7pm.

E. **Ordinance 2013-5**, Ordinance Amending The Code Of The Borough Of Palmyra

Chapter 90 Vehicles And Traffic To Regulate Parking On Portions Of Cinnaminson Avenue And Charles Street. Chief Pearlman explained that this is to help with the traffic from the school as well as the students attempting to cross the street. Ms. Dobbs made a motion to adopt the ordinance on first reading, Mrs. Riener second the motion. At the call of the roll, the vote was:

**AYES:** Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mayor Scheffler

**NAYES:** None. The ordinance was adopted on first reading and will be heard on second and final reading at the council meeting of March 18, 2013 at 7pm.

**F. Ordinance 2013-6, Ordinance Prohibiting Animals In Borough-Owned Buildings.**

Mayor Scheffler explained that people are bringing their dogs into the borough owned buildings and using the restrooms. Ms. Dobbs made a motion to adopt the ordinance on first reading, Mrs. Riener second the motion. At the call of the roll, the vote was:

**AYES:** Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mayor Scheffler

**NAYES:** None. The ordinance was adopted on first reading and will be heard on second and final reading at the council meeting of March 18, 2013 at 7pm.

**G. Ordinance 2013-7, Capital Ordinance.(held for more information).**Mr. Gural informed council that the borough would have to go out for formal bid for the trash carts for the new program. Mr. Gural explained that the figures on the ordinance may change, so he would like to hold this ordinance for introduction until after the bids are received.

**RESOLUTIONS. Consent Agenda-** Items A-V 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 Scheffler read 2013-48 into the record. Mr. Kirchner explained that resolutions 2013-50-54 dealt with the odor control improvements for the sewer plant. Ms. Dobbs made a motion to approve the consent agenda, Mrs. Riener second the motion. At the call of the roll, the vote was:

**AYES:** Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait, Mayor Scheffler

**NAYES:** None.

**A. Resolution 2013-37, Resolution Authorizing Award Of Contract To Central Jersey Waste and Recycling Inc. For Waste Removal.**

**B. Resolution 2013-38 Resolution Authorizing An Agreement With Real Results Basketball Training LLC And Authoring The Mayor To Sign Necessary Documents.**

**C. Resolution 2013-39 Resolution To Cancel Debits And Credits Of \$10.00 Or Less For The Tax Year 2012.**

**D. Resolution 2013-40, Resolution Authorizing Change Order #1 For Eagle Construction Services For HVAC Replacement Project.**

**E. Resolution 2013-41, Resolution Authorizing Change Order #2 For Eagle Construction Services For HVAC Replacement Project.**

**F. Resolution 2013-42 Resolution Authorizing Engineer Services For HVAC System Additions To Environmental Resolutions.**

**G. Resolution 2013-43, Resolution Authorizing Engineer Services For Borough Hall Lobby Improvements To Environmental Resolutions.**

**H. Resolution 2013-44, Resolution Authorizing Engineer Services For Odor Control Improvements Phase II For Sewer Treatment Plant.**

**I. Resolution 2013-45, Resolution Approving Agreement With Global Connect.**

**J. Resolution 2013-46, Resolution Appointing Marie Nagle As Coordinator For The Board of Health.**

**K. Resolution 2013-47, Resolution Setting The Salary For The Land Use Board Secretary At A Rate Of \$4,000 Annually.**

**L. Resolution 2013-48, Resolution Appointing Bridget Elmes As A Seasonal Workers For The Public Works Department At A Rate Of \$15.94 An Hour.**

Whereas, the governing body of the Borough of Palmyra has determined a need for seasonal workers for the public works and sewer department; and Whereas, the governing body of the Borough of Palmyra approves the appointment of the following individual for the 2013 year. Now, Therefore Be It Resolved, by the Borough Council of Palmyra, County of Burlington, State of New Jersey that: Bridget Elmes is hereby appointed as a seasonal employee beginning March 1, 2013 till September 30, 2013 at the rate of \$15.94 per hour with a maximum of 10 hours per week and will be paid a salary of \$414.42(equivalent of Land Use Board secretary for 2012), for the month of February, 2013.

**M. Resolution 2013-49, Resolution Authorizing Transfers In The 2012 Budget.**

**N. Resolution 2013-50, Resolution Confirming That Qualified Firm Has Been Retained By The Applicant For Legal Services For Gravity Sludge Thickening and Odor Control Improvements.**

**O. Resolution 2013-51, Resolution Confirming That Qualified Firm Has Been Retained By The Applicant For Bond Counsel Services For The Sludge Thickening And Odor Control Improvements.**

**P. Resolution 2013-52, Resolution Confirming That The Borough Engineer Be Authorized To Act As An Authorized Representative Of Palmyra Borough In NJEIT Reimbursement Forms.**

**Q. Resolution 2013-53, Resolution Authorizing Application For A Loan From The New Jersey Environmental Infrastructure Financing Program For Sludge Thickening And Odor Control Improvements.**

**R. Resolution 2013-54, Resolution Confirming That Qualified Firm Has Been Retained By The Applicant For Engineering Services.**

**S. Resolution 2013-55, Resolution Authorizing Approval Of Payment Of Bills For January, 2013.**

**T. Resolution 2013-56, Resolution Opposing Senate Bill 2511 Amendments To Open Public Meetings Act.**

**U. Resolution 2013-57, Resolution Authorizing The Burlington County Bridge Commission To Create A New Traffic Requirement At The Intersection Of Temple Boulevard And Souder Street.**

**V. Resolution 2013-58, Resolution Amending Resolution 2012-46 Authorizing The Release Of Final Payment To Lewandowski Inc.**

**W. Approval of Treasurer's Report. Ms. Dobbs made a motion to approve the treasurer's report, Mrs. Riener second the motion. All members present voted in favor of the motion.**

#### **COMMITTEE REPORTS.**

**Construction/Code/Shade Tree-** Mrs. Riener reported that the shade tree committee is working on the five (5) year plan. The Land Use Board had no application for the month of February and did not hold a meeting. The Land Use Board will be discussing alternate dates for the rest of the year meetings.

**Sewer/Public Works-**Ms. Dobbs reported that the sewer/public works report is on file.

**Public Safety-** Chief Pearlman gave the report in Presidents Dorworth absence. The Chief reported that January was a busy month and that members of council received the written report.

**Student Activities-**Ms. Kane reported that there will be a Blood Drive on February 22<sup>nd</sup>. Also that the students are taking part in the MAP testing which allows a student to measure themselves from the beginning of the year to the end of the year.

**Administrator Report-**Mr. Gural discussed that he is still working on the vision statement for the Borough and that the words so far are Learn (for the school) Live (residents) and looking for a word to represent the businesses. Mrs. Riener recommends letting Ms. Kane and the students work

on the vision statement. Mr. Gural report on the storage shed for the police and that it needs electric. There have been three(3) quotes received with the lowest being Hayman Electric and that he is recommending award to them this evening in the amount not to exceed \$7,000. Resolution 2013-59, Resolution Awarding Electrically Service To Haymann Electric For The Police Shed. Mrs. Riener made a motion to approve the resolution, Ms. Dobbs second the motion. At the call of the roll, the vote was:

AYES: Mayor Scheffler, Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait.

NAYES: None.

PUBLIC COMMENTS. Ms. Dobbs made a motion to open the meeting to the public, Mrs. Riener second the motion. All members present voted in favor of the motion.

Ms. Veitenheimer-Rowland informed council that the recycling buckets on the corner of Cinnaminson Avenue and Rowland are interfering with vehicles seeing traffic when they are attempting to pull out. Ms. Veitenheimer discussed that she thinks that the new cans for the trash will do the same thing. Ms. Veitenheimer also informed council that the residents on East Henry were complaining about missed trash pickups due to vehicles parking in front of their trash cans.

Mrs. Elmes-Garfield Avenue thanked council for the appointment to public works. Mrs. Elmes inquired as to what happen to the plans to place a flashing light at the corner of Charles and Cinnaminson Avenue. Chief Pearlman replied that the county requires the borough to provide the electric at a cost of \$30,000. There is no current grant money available for the light and that the council is looking to do funding under a capital improvement ordinance. Mrs. Ragomo Tait inquired if a raise crosswalk could be placed at the intersection similar to the ones proposed in the Broad Street study. Mr. Gural will have the suggestion added to the study.

No one else from the public wishing to be heard, Ms. Dobbs made a motion to close the public portion, Mrs. Riener second the motion. All members present voted in favor of the motion.

CLOSED SESSION. Resolution No. 2013-60, Resolution Excluding The Public From Certain Meetings Pursuant To Section 8 Of The Open Public Meeting Act C. 231 P.L. 1975. (personnel and contract). Mrs. Ragomo Tait made a motion to approve the resolution, Mrs. Riener second the motion. At the call of the roll, the vote was:

AYES: Mayor Scheffler, Ms. Dobbs, Mrs. Riener, Mrs. Ragomo Tait.

NAYES: None. Council went into executive session at 8:35 pm.

PUBLIC SESSION. Council returned to public session at 8:55 pm.

Adjournment. Ms. Dobbs made a motion to adjourn at 9 pm, Mrs. Riener second the motion. All members present voted in favor of the motion.