

**BOROUGH OF PALMYRA
MINUTES-May 19, 2014**

CALL TO ORDER.

PLEDGE OF ALLEGIANCE.

ROLL CALL:

Present: Mayor Scheffler, President Riener, Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Norcross, Ms. Kane (student representative).
Absent: Ms. Dobbs.

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 8, 2014.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 8, 2014.
- C. Notice to All Council Members.

APPROVAL OF MINUTES. Mr. Norcross made a motion to approve the minutes from May 5, 2014, Mr. Bostock second the motion. All members present voted in favor of the motion, President Riener abstained from the vote.

AWARDS.

A. Governor's Occupational Safety and Health Award-Tracy Kilmer was present with the award for the 86th Annual Governor's Occupational Safety and Health Award. Mrs. Kilmer had attended the award ceremony on April 29th. The award is for all borough employees and Mrs. Kilmer for extraordinary effort in safety.

B. EAGLE SCOUT- Samuel Edward Stephenson. Mayor Scheffler presented Samuel Stephenson with a Proclamation from the Borough of Palmyra for achieving the rank of Eagle Scout. Samuel was responsible for building a pergola at the Riverfront Estates in Riverton to provide shade for the residents. Samuel has lived in Palmyra since he was two years old on Garfield Avenue.

CORRESPONDENCE.

A. Cinnaminson Township-Thank you. Mayor Scheffler summarize the letter from Mrs. Gleason, court administrator for Cinnaminson Township thanking the Borough for the use of our court administrator and deputy court administrator when Cinnaminson was shorthanded.

NEW BUSINESS.

A. Board of Education President Stan Ozalis, Superintendent of Schools Brian McBride. Mr. Ozalis thanked the Mayor and Borough Council for their support with the COPS hiring process for the school and the ability of everyone to pull resources together. The COPS grant will allow for a resource officer to be placed in the school. Superintendent Brian McBride thanked the Mayor and Borough Council for all of the shared services between the school and the borough. The school counselor grant, the safe streets to school grant are all shared service grants between the Borough and the Board of Education. Superintendent McBride discussed that the school budget is completed and includes about \$90,000 for technical upgrades, and \$130,000 for text book upgrades. Superintendent McBride thanked Ms. Arnold for meeting with the school regularly.

B. Discussion on Borough Owned Triangle Lots-Ms. Arnold discussed that the Borough owns several triangle pieces and that the lots could be turned over to the school for various projects with the Borough retaining ownership of the lots.

ORDINANCE ON SECOND READING.

A. Ordinance 2014-4, An Ordinance To Provide For And Determine The Rates Of Compensation Of Each Employee And Officer Of The Borough Of Palmyra For Years 2014 and 2015. Mayor Scheffler explained that this ordinance gives the minimum and maximum of each positions salary. The only major change is to the chief financial officer salary ranges, since the position is now part time. Mr. Gural explained that the ordinance covers the years of 2014 and 2015. Mr. Nowicki made a motion to open the ordinance for the public hearing, President Riener second the motion. All members present voted in favor of the motion. No one from the public wishing to be heard, President Riener made a motion to close the public portion, Mr. Bostock second the motion. All members present voted in favor of the motion. President Riener made a motion to adopt the ordinance on second reading, Mr. Norcross second the motion. At the call of the roll, the vote was:

AYES: President Riener, Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Norcross.

NAYES: None. The ordinance was adopted on second reading and will take effect after publication according to law.

ORDINANCE ON FIRST READING. (public hearing-June 16).

A. Ordinance 2014-5, An Ordinance Amending the Code Of The Borough Of Palmyra To Create The Position Of Purchasing Agent And Establish The Duties Thereof. Mr. Rosenberg explained that this ordinance would create the position of a QPA and would replace any previous ordinance dealing with the purchasing agent. Mr. Norcross made a motion to adopt the ordinance on first reading, Mr. Nowicki second the motion. At the call of the roll, the vote was:

AYES: President Riener, Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Norcross.

NAYES: None. The ordinance was adopted on first reading and will be heard on second reading after a public hearing on June 16, 2014.

RESOLUTIONS. Consent Agenda- Resolution 2014-114 to Resolution 2014-123 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. Mr. Norcross made a motion to approve the consent agenda from 2014-114 to 2014-123, Mr. Bostock second the motion. At the call of the roll, the vote was:

AYES: President Riener, Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Norcross.

NAYES: None.

A. Resolution 2014-114, Resolution Authorizing Refund Of Overpayment Of Sewer Service Charges.

B. Resolution 2014 -115, Resolution Reappointing SLEO II Officers To The Borough Of Palmyra Police Department.

C. Resolution 2014-116 , Resolution Amending Resolution 2014-110 and Amending Resolution 2014-104, Appointing Doretha Jackson As Tax/Sewer Clerk/General Clerk And Technical Assistant For The Borough Of Palmyra, Establishing The Annual Rates Of Compensation And/or Hourly Rates Paid To borough Employees To \$26, 918.00.

D. Resolution 2014-117, Resolution Awarding Sign Installation/Replacement Project To J. Fletcher Creamer and Son Inc. In The Amount Of \$36,923.00.

E. Resolution 2014-118, Resolution In Support of Click or Ticket For May 19, 2014-June 1, 2014.

F. Resolution 2014-119 , Resolution Authorizing Environmental Resolutions Engineering To Proceed With Item 2, Outbound Survey, Sale of Property For Development, Per Resolution 2014-94 In The Revised Amount Of \$2,000.

G. Resolution 2014-120, Resolution Awarding Environmental Resolutions Engineering Services For Borough Hall Door Project In The Amount Of \$16,250.00.

H. Resolution 2014-121, Resolution Of Certificate of the Chief Financial Officer of the Borough of Palmyra Providing For The Sale And Award of the Sale of the Borough's Sewer Utility Bonds, 2014 Series A To The New Jersey Environmental Infrastructure Trust And The Boroughs Sewer Utility Bonds, 2014 Series B, to the State of New Jersey Pursuant To The 2014 Financing Program And Determining Various Matters Thereto.

I. Resolution 2014-122, Resolution Rejecting All Bids For In-Car Camera System.

J. Resolution 2014-123, Resolution Authorizing The Appointment of Cell/Radio Tower Consultant To V-COMM, LLC For The Borough Of Palmyra. Dominic Villecco, President of V-COMM, LLC introduced himself to Borough Council.

K. Resolution 2014-124, Resolution Approving The Payment Of Bills For April, 2014 In The Amount Of \$1,994,101.31. Mr. Norcross made a motion to approve the resolution, Mr. Bostock second the motion. At the call of the roll, the vote was:

AYES: Mr. Bostock, Ms. Arnold, Mr. Norcross.

NAYES: None

ABSTAIN: President Riener, Mr. Nowicki.

COMMITTEE REPORTS.

Epworth Cemetery- Mr. Rosenberg informed council that Environmental Resolutions did a site investigation and deed search of the cemetery. The deed is handwritten and very hard to read. Mr. Rosenberg explained that only the owner of the property can grant an easement and that there is no evidence to show that the Church owns the cemetery. Mr. Rosenberg recommend to Borough Council that they pay to have a title search done so that it is clear who owns the property. Mr. Gural referred to a book titled 200 years of religion in Cinnaminson, Palmyra, Riverton New Jersey that discusses the church selling the building back in February of 1893, but retaining ownership of the cemetery. Mayor Scheffler discussed that the Borough needs to have the title search completed for a defined record. Mr. Rosenberg will contact a title company to do the search.

OPMA-Mr. Nowicki discussed that he had contacted Mr. Rosenberg about the open public meetings act and if it applied to the shade tree advisory board and the public events committee. Mr. Nowicki explained that he wanted to be sure that they were following the correct procedures with the meetings and also with the spending of the funds. President Riener inquired if he had received a complaint. Mr. Nowicki replied that he was just trying to get use to the process. Mayor Scheffler explained that public events is an ad-hoc committee and that they do not have to advertise their meetings since there is not a quorum of council present and that the funds they spend are approved on the bill list each month by council. Mr. Bostock inquired if Mr. Nowicki was questioning the procedural or the financial issue of the committees. Mr. Bostock discussed that the borough pays an auditor and CFO to keep the Borough in compliance with the spending issues and that the auditor would inform the borough if anything was not of line. President Riener discussed that as a point of order Mr. Nowicki or any council member should go to the Mayor or Administrator to get a question answer before involving the professionals and expending funds to pay for their answer. Mayor Scheffler explained that Mr. Gural had met with Mr. Norcross and Mrs. Tait to review the Palmyra Day funds and that the event was mostly self-funded. The dunk tank was the only large expense with about \$100. cost, but it raised over \$500. for Special Olympics. Shade Tree is responsible for the funding that they get from grants and that they have the authority to get trees removed and trimmed without waiting for approval of council.

Sidewalks- Ms. Arnold inquired where the ordinance stands. President Riener explained that the sidewalk ordinance will be on the agenda for discussion at the June worksession.

Website-Ms. Arnold discussed the fund raiser for the two children in the Borough that have been diagnosed with cancer. Ms. Arnold discussed that the Borough website should not promote fundraisers on their website, there is a concern about exposure to the Borough. Mayor Scheffler explained that the Borough promotes all different fundraisers such as the fire department currently has one on the website, the Halloween Committee, War Memorial, Knights of Columbus and the EMS and that it is a way for the organizations to get advertising of their events. Ms. Arnold inquired about the responsibility of the Borough. Mr. Rosenberg discussed that perhaps there should be a disclaimer on the website that the Borough does not take a position as to the financials of the charity nor does the Borough have any recommendations to what the charity receives or are tax deductible. President Riener discussed that with the issue of sending flowers and now not wanting the Borough to help children and their families in the Borough by decimating information about fund raisers for them, the Borough is losing its small town flavor. Ms. Arnold explained that she would like some direction from the solicitor. Mr. Rosenberg explained that if you allow some charities to advertise on the website the Borough is opened up to the possibility of other charities wanting the same thing. Mayor Scheffler discussed the disclaimer and that the website also advertises businesses in the Borough so they should be included in the disclaimer. Mayor Scheffler requested that Mr. Gural contact the administrator of the website and prepare something to go at the bottom of the site for fundraisers and business. Mayor Scheffler discussed that she had received

calls from one of the families that are helping with the fundraiser and that they were told there would be a political fallout from the fundraiser. Mayor Scheffler discussed that a fundraiser for children with cancer should not have any political issues at all and that the sponsor should not have received phone calls about the issues. Mayor Scheffler discussed that if someone wants to take shots it should be at the people who put their names on the line at election time.

Public Safety-Mr. Norcross reported that the police department report shows that there were: 327 traffic summons, 130 warnings, 5 ordinance violations, 1 burglaries, 8 thefts, 11 criminal mischief, 5, drunk driving, 76 adult arrests, 4 juvenile arrests and 9 motor vehicle accidents. The rest of the report is on file. Chief Pearlman reported that in April thanks to the Becker family, 21 students from Palmyra were able to attend the Phillies game. The Becker family is for Pennsylvania and sponsored the same event last year. Chief Pearlman informed council that on May 28th the Detectives from Palmyra and Cinnaminson will be recognized for their work on the rash of burglaries by the American Society of Industrial Security. On May 30 the Torch Run will come through the Borough on Cinnaminson Avenue to South Broad around 11:20 to support Special Olympics. Chief Pearlman discussed the youth academy that is planned for this summer for 6th and 7th grader. the Special Class 2 Officers will be graduating the academy and starting their FTO training. Mr. Norcross reported that the new firetruck should arrive by the end of June. Memorial Day Service is on May 26th at 10am. A member of the Wounded Warriors will be the guest speaker; if it is raining the event will be held in the Community Center.

Business Alliance- Ms. Arnold reported that she is working on the Welcome Business Packet for commercial properties. Ms. Arnold showed council a copy of this year's ad for the Discover Burlington County packet that is put out by the Burlington County Times every year.

Shade Tree- Mr. Nowicki reported that about 600 seedlings were given out and that public works will plant the rest down at the sewer/public works yard.

Student Activities- Ms. Kane informed council that the Prom was a success as well as the Post Prom Event. Field Day is this week and all of the clubs will have a table at the event as well as a dunk tank. Baseball won their division.

Land Use Board/Construction- President Riener reported that there was no meeting in May due to lack of business and that they are attempting to streamline the process for fences and porches. The sidewalk draft ordinance will be sent to council members for discussion at the next meeting.

ADMINSTRATOR REPORT. Mr. Gural inquired if council still would like to hold the meeting about switching to water usage on June 2 or wait till a new fulltime tax collector was hired, so that the person could attend the meeting. The consensus of council was to hold off on the meeting till a tax collector was hired. Mr. Gural informed council that the first letter was mailed to the properties in the BID district and that it is also on the website. The next step will be to send out the checks with another letter explaining the refunds. The last step will be to send a letter to the property owners that were overpaid through the refunds and request the overpayment back. Police negotiations for a new contract will begin soon. Mr. Gural would like to continue to advance the funding for the trucks for Public Works and Sewer Department as well as need equipment that was approved in the Bond Ordinance. Mr. Gural inquired if council would like to cancel the worksession of July 7th as it follows the 4th of July weekend and a quorum of council members may not be available. President Riener discussed that she is ok with the cancellation as long as there is no pressing business. The meeting will be cancelled for July 7th. Mr. Norcross discussed that the light at the corner of Broad and Cinnaminson for pedestrian crossing now speaks the instructions so that everyone can hear when to cross.

PUBLIC COMMENTS. Mr. Norcross made a motion to open the meeting for public comment, Mr. Bostock second the motion. All members present voted in favor of the motion.

Mr. Sharp-Cinnaminson Avenue informed the council that he lives between Temple and the Harbour. The traffic flies down the roadway and that he is afraid to have the children be out on the sidewalk. Mr. Sharp explained that he went to Mr. Livingston of Burlington County Road Department about the placement of a speed hump and also talked to Mr. Gural about having one installed. Mr. Livingston had recommend that he talk to the Borough first about the speed hump and that the county would not oppose having one placed. The humps are wider and friendlier than the speed bumps that are higher. Mayor Scheffler explained that Palmyra has always requested help for that roadway and the county has denied the request or not responded. Chief Pearlman informed council that he also had spoken to Mr. Livingston from the county and talked about having the flashing light at the intersection changed to a four way stop. Mr. Livingston had stated that he would look at the traffic issues with Temple again. Cinnaminson Avenue has a speed limit of 35 miles per hour that is set by the county. Chief Pearlman explained that the neighbors would have to sign off on forms provided by the county that they wanted the speed hump and that if the hump is removed the Borough would be responsible for all costs relating to the removal. Chief Pearlman explained that the new speed humps are not supposed to interfere with snow plows or slow down emergency vehicles. Chief Pearlman would like to request that the county conduct a traffic study before any decisions are made. Last year it was adopted by the county to install a light at the corner of Charles and Cinnaminson for pedestrian crossing and that the Borough is still waiting to have the work completed by the county. President Riener inquired if the Bridge Commission could help with the light. Mayor Scheffler discussed that the Harbour Association has requested speed humps many times for the traffic that cuts through to the bridge. Mr. Sharp inquired if the borough could lower the speed limit since most cars are doing over the 35 mile speed limit. Chief Pearlman explained that a traffic study will determine if the speed limit needs to be lower and if speed humps need to be installed; the county will not do anything till the traffic study is completed. Ms. Arnold inquired if a speed hump would affect the parking in the area. Chief Pearlman replied that the traffic study will determine the location of the hump and that with the width of the road parking should not be affect. Chief Pearlman discussed that if the police department was given approval to purchase a matrix speed board it would be helpful in this area. Mr. Norcross discussed that they have proven to be very effective. Mr. Bostock inquired if the signs can be located anywhere in the town. Chief Pearlman explained that the Borough can put notices on it as well, it is similar to the large ones the county have.

Mr. Weber-Cinnaminson Avenue thank council for listening to the concerns of the neighborhood and requested that everyone present for the traffic issue to stand so that council can see the support. Mr. Weber explained that when he was a councilmember they did look at speed bumps around the Charles Street School and were disallowed by the state or county. Mr. Weber discussed that lowering the speed limit to 25 will help with the speeding. Mayor Scheffler explained that the borough still has to get permission from the county and that the Borough has applied for a grant with Safe Streets to School to help with the Charles Street School.

Ms. Bye-Cinnaminson Avenue discussed that this is the second time the issue has been brought in front of council and why is the blinking light yellow at Temple and Cinnaminson Avenue instead of red. Mayor Scheffler explained that more signage was approved with the award of the bid tonight to Creamer and Sons. Chief Pearlman explained that it is a county road and approval from the county has to be completed before the Borough can take any action. Mr. Rosenberg recommend that council adopt a resolution to send to the county that would address the Boroughs concern with the traffic and sign issue. Mr. Nowicki inquired if someone should attend the freeholders meeting. Mayor Scheffler explained that Mr. Bostock and President Riener will meet and come up with a plan. Resolution 2014-125, Resolution Requesting The Burlington County Board Of Chosen Freeholders To Take Action On An Expedited Basis To Make Safety Improvements To

Cinnaminson Avenue In The Borough Of Palmyra. President Riener made a motion to approve the resolution, Mr. Norcross second the motion. At the call of the roll, the vote was:

AYES: President Riener, Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Norcross.

NAYES: None.

Mrs. Gillespie-Leconey-Co-leader of Girl Scout Troop in Palmyra discussed that the Girl Scouts would like to place a plaque at the War Memorial in honor of 911. Mrs. Gillespie inquired as to who she should talk to about getting the plaque installed. Mayor Scheffler requested that Mr. McElwee speak about the plaque. Mr. McElwee explained that the War Memorial is Borough property and that the committee does not have a problem with the plaque if the Borough approves. Mrs. Gillespie will meet with the War Memorial Committee about the plaque.

Mr. McElwee-Columbia discussed that the committee is getting ready for Memorial Day. Mr. McElwee inquired if trash will be collected on July 4th and if not will it move to Saturday or Thursday. Mr. Gural will check with the company. Mr. McElwee informed council that on May 30th the Sons of the American Legion will place a headstone at the Veterans Memorial Park in Burlington Township. Judith Young will be guest speaker for anyone who wants to attend. The Yellow Ribbon Club will be doing fundraisers at Shop Rite in Cherry Hill and Mount Laurel for the month of June.

Mr. O'Connor-Broad Street informed council that the account that was set up at the bank for the children with cancer would not accept his check. Mayor Scheffler explained that it was announced at the last council meeting that the fund was not a 501c and so it would not be a charitable deduction for income taxes. Mr. Norcross replied that you can go to the bank and write a check out and get a receipt for the donation, but not a tax write off receipt.

Mrs. Nowicki-Morgan Avenue inquired if the Borough got a copy of the deed from the county for the cemetery. Mr. Rosenberg explained that the deed is handwritten from years ago and difficult to read. It is not clear who the grantee was on the deeds. Mrs. Nowicki explained that the deeds list the property and location. Mayor Scheffler explained that due to the deed being unreadable, the council has approved a title report.

Mr. Ward-inquired if houses are going to be built at Cinnaminson and Bank Avenue. Mayor Scheffler replied that the Borough was looking to sell the lot, but found out that it is own by the State of New Jersey.

Mr. Radar-Harbour Drive inquired about the redevelopment on Route 73 and that it is last of the three projects in the town. Mr. Radar discussed that it has been 12 years since 4 million dollar for clean-up was awarded. Mr. Radar inquired as to a status update of the redevelopment. Mayor Scheffler replied that the clean-up is not completed yet. Mr. Gural explained that over 4 million dollars has been used for remediation and efforts to clean the site. Mr. Rosenberg discussed that one of the biggest issues is that in 2008 the economic had major setbacks, but there have been inquiries from developers. Mr. Rosenberg explained that there still is a substantial amount of remediation work to be completed. Mr. Nowicki explained that with the size of the partial there are multiple different types of remediation. The finding of the extent of the contamination can take a substantial amount of time. President Riener explained that the Borough is always looking for developers and usually have a discussion in executive session since it involves contracts. President Riener discussed that the redevelopment comes up every election cycle and that the engineers also gives reports on the redevelopment. Mr. Radar inquired if the amount of land owners complicates the plan. Mayor Scheffler explained that the Borough owns a small portion of the land. Mr. Radar recommend that council give a status report on the project throughout the year in layman's terms so that the public can follow the project. Mr. Bostock explained that he agrees about the three projects and that there was a goal to get the Borough's financial book and budget in order first.

Ms. Veitenheimer-Rowland inquired as to why the Borough was hiring a full time tax collector when there are two tax clerks full time in the office now. Mayor Scheffler replied that there was a major mistake in the tax office and that the sewer rate is going to go by usage, so there is a need to

have a full time certify tax collector in the office. Ms. Veitenheimer discussed that most towns are holding the line on hiring, but the Borough is adding more employees and more benefits. Ms. Veitenheimer discussed that taxes go up every year. Mr. Norcross replied that the total employee number is down from several years ago and that there are a lot of part time employees. Ms. Veitenheimer explained that there is a full time clerk in the tax office already. No one else from the public wishing to be heard, Mr. Norcross made a motion to close the public portion, Mr. Bostock second the motion. All members voted in favor of the motion.

CLOSED SESSION. Resolution No. 2014-126, Resolution Excluding The Public From Certain Meetings Pursuant To Section 8 Of The Open Public Meeting Act C. 231 P.L. 1975. (Litigation and contracts) Mr. Nowicki made a motion to approve the resolution, Mr. Bostock second the motion. At the call of the roll, the vote was:

AYES: President Riener, Mr. Nowicki, Mr. Bostock, Ms. Arnold, Mr. Norcross.

NAYES: None. Council went into executive session at 9:07 pm.

Council returned to open session.

Adjournment. Mr. Norcross made a motion to adjourn at 9:48 pm, President Riener second the motion. All members present voted in favor of the motion.