

**BOROUGH OF PALMYRA
REORGANIZATION MINUTES
JANUARY 2, 2016 at 2:00 PM**

CALL TO ORDER.

SALUTE TO THE FLAG.

MOMENT OF SILENCE.

NATIONAL ANTHEM. The National Anthem was sung by Natalie Janowicz.

OPEN PUBLIC MEETING STATEMENT

Public Notice of this meeting pursuant to the Open Public Meeting 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 December 28, 2015.

B. Mailing written notice to the Burlington County Times, Courier Post newspaper on December 28, 2015.

C. Notice to all Council.

INVOCATION. Pastor Charles Sober of the Epworth United Methodist Church gave the invocation.

OATH OF OFFICE.

A. Michelle Arnold was sworn in as Mayor of the Borough of Palmyra by Lt. Governor Kim Guadagno. Mayor Arnold's father Donald Morgan held the Bible for her. Her daughter Jessica Willitts, grandsons Jason Willitts, Justin Willitts were also present.

B. Lewis Yetter was sworn in as Councilmember of the Borough of Palmyra by Lt. Governor Kim Guadagno. His wife Ruth Yetter held the Bible.

C. Shelby Tucker was sworn in as Councilmember of the Borough of Palmyra by Lt. Governor Kim Guadagno. Her mother, Susan Tucker held the Bible.

CONVENE NEW COUNCIL.

ROLL CALL: Present: Mayor Michelle Arnold, Bryan Norcross, Mrs. Tait, Ms. Tucker, Mr. Yetter, Mr. Howard.

Absent: None.

COUNCIL PRESIDENCY NOMINATIONS.

Mr. Yetter nominated Bryan Norcross, Ms. Tucker second the nomination. Mrs. Tait nominated Timothy Howard, no one second the motion. At the call of the roll, for Mr. Norcross, the vote was:

AYES: Ms. Tucker, Mr. Yetter.

NAYES: Mrs. Tait, Mr. Howard

Due to the tie vote, Mayor Arnold vote for the appointment of Mr. Norcross as Council President.

INTRODUCTION OF DIGNITARIES AND COMMENTS. Mayor Arnold introduced Lt. Governor Kim Guadagno, Assemblyman Troy Singleton, Superintendent Brian McBride of Palmyra Schools, Judge Amy Belgard, Former Councilmembers, Harold Norcross, Robert Leather, Frank Cosky.

Lt. Governor Guadagno commented that two weeks ago she had attend a funeral of a Police Officer. Officers give their life to protect the public and have the right to do things such as the reorganization of governments. Lt. Governor Guadagno discussed that the Military and Police Personnel work and give of themselves so that people have the ability to freely talk and serve. Lt. Governor Guadagno thanked the Mayor and Council for the honor of administering the oaths.

Assemblyman Singleton congratulated the new Mayor and members of council and that it is an honor to be here. Assemblyman Singleton discussed that he has a favorite saying that is Elections are partisan, but Government is a partnership. Assemblyman Singleton explained that he is honored to be a resident of Palmyra and that the Mayor and Council are the bosses, but need the people to stay active and present their ideas.

PRESENTATION BY SUPERINTENDENT OF SCHOOLS AND COMMENTS BY STUDENT JOHN KAY- Superintendent McBride welcomed Lt. Governor Guadagno to Palmyra. Mr. McBride congratulated Mayor Arnold, Ms. Tucker and Mr. Yetter. Superintendent McBride discussed that the school board is welcome to any agreements between the school and the Borough. The five (5) year Strategic Plan has been prepared and it will help prepare the students for the 21st Century. Superintendent McBride wished everyone a Happy 2016.

John Kay-Student Council President at Palmyra High School commented that it is exciting to see new faces and that he is looking to make a mark on the school and the Borough. The School's mark and reputation affect the Borough taxes. People look at the school ratings when deciding where to live and raise their children. Mr. Kay congratulated Mayor Arnold and the new members of Borough Council.

STATE OF THE BOROUGH ADDRESS - Mayor Arnold looked back at the 2015 year. The finances are on solid ground and there is adequate surplus. The sewer plant project is on track and rates for commercial properties were adjusted. The police department has two new officers and a grant for body cameras. The police department also participates in Coffee with a COP. The fire department has full support of council and is completely volunteer. The Route 73 redevelopment is moving along. The Borough hired a code enforcement officer, Richard Dreby. Palmyra Harbour Main Drive will now be plowed by the Borough for a savings. Borough Hall has new handicapped access for the front doors. Mayor Arnold discussed that 2016 will be the year of change. There will be thoughtful spending, good business and that she is dedicate to a citizens action program with Chief Pearlman. There will be more interaction with residents and visitors to the Borough. Mayor Arnold discussed that all of the sections, the Borough, Burlington County Bridge Commission and Department of Environmental Protection will come together for the redevelopment of Route 73 South. There will need to be cooperation among many groups. Mayor Arnold requested that anyone wishing to have access to a newsletter or updated Borough information, give the Borough their email address. She would like to have laptops and cellphones purchased for council for Borough business, instead of using their own devices. This will allow information to be more streamline and be more cost efficient. The cellphones will allow residents to call councilmembers directly. Mayor Arnold explained that public events will not be handled by council but by a committee of volunteers. This will give more opportunity for activities and more residents and businesses can get involved.

The community garden behind Borough Hall will be brought back to life. Mayor Arnold discussed that she is committed to the Mayor's Wellness Campaign sponsored by the state for all employees and residents. Mayor Arnold will have the agenda posted earlier and more detail. There will be two public portions, one for agenda items only and one for general comments. A community spotlight section will also be added for anyone to announce their upcoming events. Mayor Arnold discussed that all council committees will meet once a month and record attendance and date with minutes. The business district needs improvement with a joint effort with Riverton. The Bridge Commission will also need to be involved with improvements to Broad Street. She will be very pro-active and will have one day a month at various times for residents to meet with her at Borough Hall. Mayor Arnold discussed that all comments and ideas are welcome. Everyone should be a reflection of their selves, give love, and want honesty and respect.

NEW BUSINESS-Council Committee Appointments for 2016.

ADMIN & FINANCE: Mayor Michelle Arnold.
COMMUNICATIONS: Mayor Michelle Arnold, Mr. Norcross.
CONSTRUCTION: vacant, Ms. Tucker.
PUBLIC BUILDINGS: Ms. Tucker, Mr. Howard, Mrs. Tait.
PUBLIC WORKS/SEWER: Mr. Yetter, Mr. Howard, vacant.
PARKS & PLAYGROUNDS: Mrs. Tait, Mr. Yetter, vacant.
YOUTH & RECREATION: Mr. Howard, Mr. Norcross, Mrs. Tait.
NEGOTIATIONS: Mayor Michelle Arnold.
BUSINESS COMMUNITY & DEVELOPMENT: Mr. Norcross, Mayor Michelle Arnold, Mr. Yetter.
STUDENT AFFAIRS: Giovanni Gravano.
LIASONS:
LAND USE BOARD-Mr. Yetter.
HOMEOWNERS ASSOC-Mayor Michelle Arnold.
SHADE TREE-Mr. Howard.
BOARD OF EDUCATION- Mr. Norcross.

Mayor's Annual Appointments

Borough Administrator	John Gural
Assistant to Administrator/ Deputy Registrar/Deputy Clerk	Marie Nagle
Tax Search Officer	Tanyika Johns
Municipal Lien Search Officer	Barbara A. Sheipe
Police Clerk	Renay Montgomery
Fire Chief	Richard Dreby
Deputy Fire Chief	Howard Roun
1st Battalion Chief	William Conley
2nd Battalion Chief	Allan Zimmerman
Police Matron	Geraldine Bright

1st Deputy Emergency Mgmt.
2nd Deputy Emergency Mgmt.
3rd Deputy Emergency Mgmt.

Tracy Kilmer
Howard Norcross
John Skowronski

Notice of Annual Council Meetings. Mayor Michelle Arnold announced that the meetings will be on first and third Mondays except where there is a Monday holiday, they will now start at 7pm. The official list will be published in the local newspaper.

PUBLIC PORTION- This public portion is for matters listed on the agenda only. Please state your name and address for the record. An opportunity for the public to comment on other matters is listed later in the agenda. President Norcross made a motion to open the meeting to the public for matters listed on the agenda, Mr. Yetter second the motion. All members present voted in favor of the motion.

Billy Genstein-discussed that he was happy to be at the meeting and good luck.

No one else wishing to be heard, Mr. Yetter made a motion to close the public portion, Mr. Howard second the motion. All members present voted in favor of the motion.

RESOLUTIONS

Consent Agenda- Resolution 2016-1 to Resolution 2016-45 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. President Norcross requested that Resolution 2016-7 be pulled from the consent agenda. Mayor Arnold read the titles into the record. Mayor Arnold explained that they are looking for new partners to build a strong team and are thankful for the past professionals. Mr. Yetter made a motion to approve the consent agenda, Mr. Howard second the motion. At the call of the roll, the vote was:

AYES: President Norcross, Ms. Tucker, Mrs. Tait, Mr. Yetter, Mr. Howard.

NAYES: None.

- A. **Resolution 2016-1,** Resolution To Confirm Mayor Michelle Arnold's Appointments.
- B. **Resolution 2016-2,** Resolution Authorizing The Appointment Of Robert Nehila, Bowman and Company As Auditor.
- C. **Resolution 2016-3,** Resolution Authorizing The Appointment Of William Burns, Capehart & Scatchard As Solicitor.
- D. **Resolution 2016-4,** Resolution Authorizing The Appointment Of Maser Consulting Associates As Borough/Municipal Engineer.
- E. **Resolution 2016-5,** Resolution Authorizing The Appointment Of Dave Gerkens, Community Grants, Planning & Housing As Borough Planner/Grants Coordinator.
- F. **Resolution 2016-6,** Resolution Authorizing The Appointment Of Community Grants, Planning, Housing As Affordable Housing/RCA Administrator.
- G. **Resolution 2016-7,** Resolution Authorizing The Appointment Of Stephen Wenger As Prosecutor. Mr. Yetter made a motion to approve the resolution, Mr. Howard second the motion. At the call of the roll, the vote was:
AYES: Ms. Tucker, Mrs. Tait, Mr. Yetter, Mr. Howard.
NAYES: None.
ABSTAIN: President Norcross.
- H. **Resolution 2016-8,** Resolution Authorizing The Appointment Of Any/All Other Municipal Prosecutors In Burlington County As The Substitute Prosecutor.

- I. **Resolution 2016-9, Resolution Authorizing Appointment Of James D. Fattorini As Public Defender.**
- J. **Resolution 2016-10, Resolution Appointing Environmental Resources Management As Environmental LSRP Until Completion Of MEC R/I Contract.**
- K. **Resolution 2016-11, Resolution Appointing Maser Consulting As Environmental Engineer/Consultant.**
- L. **Resolution 2016-12, Resolution Authorizing Appointment Of William H. Kirchner, Environmental Resolutions, Inc., As Sewer Engineer.**
- M. **Resolution 2016-13, Resolution Authorizing Appointment Mark Ruderman Of Ruderman and Glickman As Special Counsel/Labor Attorney.**
- N. **Resolution 2016-14, Resolution Authorizing Appointment Of Thomas J. Hastie, Jr., Capehart Scatchard As Special Counsel/Bond Attorney.**
- O. **Resolution 2016-15, Resolution Appointing Hardenbergh Insurance Group As Insurance Consultant/JIF Risk Management Consultant And Authorizing JIF Risk Management Consultant Agreement.**
- P. **Resolution 2016-16, Resolution Authorizing Appointment Of Ted Rosenberg As A Special Counsel/Conflict Attorney.**
- Q. **Resolution 2016-17, Resolution Authorizing Appointment Parker, McCay As A Special Counsel/Conflict Attorney.**
- R. **Resolution 2016-18, Resolution Authorizing Appointment Of Environmental Resolutions Inc. As A Special Projects Engineer.**
Resolution 2016-19, Resolution Authorizing Appointment Of CME As A Special Project Engineer.
- S. **Resolution 2016-20, Resolution Authorizing Appointment Of McManimom, Scotland As Redevelopment Counsel.**
- T. **Resolution 2016-21, Resolution Appointing John Gural As Burlington County JIF Fund Commissioner.**
- U. **Resolution 2016-22, Resolution Appointing Barbara A. Sheipe As Burlington County JIF Alternate Fund Commissioner.**
- V. **Resolution 2016-23, Resolution Appointing John Gural As Burlington County JIF Claims Coordinator.**
- W. **Resolution 2016-24, Resolution Appointing Tracy Kilmer As Burlington County JIF Safety Coordinator.**
- X. **Resolution 2016-25, Resolution Appointing John Gural As Administrator For The Borough Of Palmyra**
- Y. **Resolution 2016-26, Resolution Appointing Tracy Kilmer As Housing Official For The Borough Of Palmyra Until March 31, 2016.**
- Z. **Resolution 2016-27, Resolution Designating The Burlington County Times, And The Courier Post As The Legal Newspapers And GovDeals.com As The Legal Auction Site For Vehicles And Property.**
- 1. **Resolution 2016-28, Resolution Authorizing Mayor Michelle Arnold to Execute Contracts With All Appointed Professionals After Review And Approval By The Solicitor And Chief Financial Officer.**
- 2. **Resolution 2016-29, Resolution Authorizing The Payment Of Debt Service For The Borough of Palmyra And All Necessary Bills Required For January 2016.**
- 3. **Resolution 2016-30, Resolution Appointing Crossing Guards For The Borough of Palmyra For 2016.**
- 4. **Resolution 2016-31, Resolution Appointing John Gural As Hearing Officer For Non-Uniformed Employees.**
- 5. **Resolution 2016-32, Resolution Appointing John Quigg, Jr. As SLEO II Officer To The Borough of Palmyra Police Department For Courtroom Security.**

6. **Resolution 2016-33, Resolution Authorizing The Temporary Budget Appropriations In The 2016 Budget.**
7. **Resolution 2016-34, Resolution Approving A Cash Management Plan For The Borough Of Palmyra.**
8. **Resolution 2016-35, Resolution Fixing The Rate Of Interest To Be Charged On Delinquent Taxes, Sewer Payments And Assessments.**
9. **Resolution 2016-36, Resolution Awarding 2016 Transportation And Disposal Of Sludge In The Amount Of \$.0779 Per Gallon to Franc Environmental Inc. Of Horsham PA.**
10. **Resolution 2016-37 Resolution Awarding 2016 Collection System Cleaning and Maintenance Contract For Sewage Treatment Plant In The Amount of \$21,402. To Franc Environmental Inc. Of Horsham PA.**
11. **Resolution 2016-38, Resolution Awarding The 2016 Maintenance Contract For The Sewer Treatment Plant In The Amount Of \$137,510 Plus Alternate #1 In The Amount Of \$68,220 For A Total Amount Of \$205,730.00 To Municipal Maintenance Of Cinnaminson NJ.**
12. **Resolution 2016-39, Resolution Appointing Borough Of Palmyra Sewer Utility Employee Mark Allen To The Public Works Department.**
13. **Resolution 2016-40, Resolution Appointing Greg Benson Sewer Plant Operator Level 1.**
14. **Resolution 2016-41, Resolution Appointing Dale Palmer Part Time To Public Buildings and Grounds Department.**
15. **Resolution 2016-42, Resolution Appointing Richard Dreby As Code Enforcement Officer For The Borough Of Palmyra.0**
16. **Resolution 2016-43, Resolution Appointing Tracy Kilmer As Zoning Officer For The Borough Of Palmyra.**
17. **Resolution 2016-44, Resolution Appointing Tanyika L. Johns As Tax Collector For The Borough Of Palmyra.**
18. **Resolution 2016-45, Resolution Authorizing A Contract To Environmental Resolutions For The Community Center Accordion Partition Wall Project Not To Exceed The Amount Of \$7,800.00, subject to CFO certification.**

MOTIONS.

A. Authorizing An Offer Of Employment To Be Extended To Paul R. Henry For The Position Of Public Works/Sewer Superintendent For The Borough of Palmyra. President Norcross made a motion to authorize the offer, Mr. Yetter second the motion. All members voted in favor of the motion.

COMMENTS FROM THE GOVERNING BODY.

Mr. Howard thank everyone for coming today and that being an elected official is a lot of hard work, but worth it when you can address residents' concerns and that he is looking forward.

Mr. Yetter thank everyone and that he will do his best for the Borough.

Mrs. Tait discussed that there was a lot of cooperation last year and that a lot of projects were completed.

Ms. Tucker thank everyone and that she is here for the residents and to stop her and say Hello.

President Norcross thank everyone for attending and that it is a difficult job. President Norcross thanked the Mayor and Council for his appointment as President of Council and that he is look forward to working with the youth.

Mayor Arnold discussed that she and Councilmembers are here because of their dedication to the Borough residents.

PUBLIC COMMENT. This provides the general public the opportunity to discuss any item or concern with the Mayor and Borough Council.

Mr. Howard made a motion to open the public portion, Mr. Yetter second the motion. All members present voted in favor of the motion.

Mr. Mc Elwee-Columbia Avenue discussed that he is a member of the Yellow Ribbon Club and that a total of 50,000 pounds of cookies-1900 boxes of cookies were sent to the troops overseas. The school gave 27 boxes to the troops. Mr. McElwee thanked Billy for his comments.

Ms. Smith- 4th Street-discussed that she is excited for the new council.

Ms. Genstein- Wrensong Court discussed that she is looking forward to being involved.

No one else wishing to be heard, Mr. Yetter made a motion to close the public portion, Mr. Howard second the motion. All members present voted in favor of the motion.

BENEDICTION.

ADJOURNMENT. Mr. Yetter made a motion to adjourn, President Norcross second the motion. All members present voted in favor on the motion.