

**Borough of Palmyra**  
**Budget Meeting Minutes 8:00 am**  
**Saturday, March 11<sup>th</sup>, 2017**

**CALL TO ORDER**

The Meeting of January 17<sup>th</sup>, 2017 was called to order by Mayor Michelle Arnold at 8:00 am

At the call of the roll present were Mayor Michelle Arnold, President Tim Howard, Mr. Cosky, Mrs. Russell, Mrs. Gina Tait, Ms. Mindie Weiner, and Mr. Lewis Yetter

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**The Open Public Meetings Act statement was read into the record.**

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 February 9<sup>th</sup>, 2017.
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on February 9<sup>th</sup>, 2017.
- C. Notice to All Council Members.

**BUDGET WORKSESSION**

Mr. Gural explained that the Mayor and Governing Body have their laptops available to use today and that the budget documents can be viewed directly on them or on the various monitors situated around the room. Mr. Gural explained the budget documents and what the different columns represent. Mr. Gural stated, council packets include, budget appropriations, fund balance budget model, proposed five year capital improvement plan, 2016 salary resolution (for reference), list of all donation requests, information on the proposed recreation trust fund, amortization schedule for the fire truck purchase, 2016 budget transfers, certification of state aid which is 558,000.00, Palmyra Police Dept budget proposal, and a flash drive Two matters for consideration on the agenda today are the Ordinance to Exceed the Municipal Budget Appropriation limits and to Establish a CAP Bank and Resolution to introduce the 2017 Budget of the Borough of Palmyra.

Mr. Gural then explained the 2017 budget appropriation worksheet and what each column represents. Mayor Arnold indicated that to proceed instead of going line by line we will go section by section, she also indicated the Fire Department was here with a presentation regarding the potential new ladder truck purchase.

#### General Administration:

Salary and wages are made up of a number of individuals, Marie's salary is split between four line items, as she is the utility person. Those line items include, Administration, Borough Clerk, Collection of taxes and Sewer Dept. Mr. Gural is proposing a one dollar increase which equates to about \$1,800.00. In addition Marie gets paid for and Use Board Secretary and Board of Health Coordinator. Mr. Gural indicated 25% of his salary also comes from the sewer budget. President Howard inquired about the new account created regarding the mobile phones. Mr. Gural indicated it is a new account however in the past it was included in the police budget and we have now brought it to admin where it should have been, so the police will only be paying for their phones not the all of the borough's phones. Ms. Weiner inquired as to how much it phone cost per month. Mr. Gural indicated about \$52.00 per month.

#### Mayor and Council

President Howard and Mrs. Russell asked why the amount was so high for public relations. Mayor Arnold responded it was cut from \$7,500.00 to \$5,000.00 to primarily do the welcome packets. Ms. Weiner asked if it was for communications. Mayor Arnold indicated it could be used for communications.

#### Borough Clerk

Mr. Gural explained Rita's term expires on August 1<sup>st</sup>, 2017 is our acting municipal clerk in addition she is the scheduling coordinator for the community center, and taking classes to get her certification. The scheduling of the community is an enormous, time consuming, tedious task, it requires the attention of almost a full time person. Mr. Gural indicated he has proposed a resolution to the matter thru the recreation trust fund, however if the governing body is not willing to do that then we will need another full-time person in the office to assume those responsibilities. To put it in perspective in two months and one week this year, 2017 we have already taken in over \$6,500.00 in revenue from the groups who rent the community center and that has nothing to do with the number of organizations who do not pay to use the center and their scheduling, which is the majority of usage and are in Borough Hall on a daily basis with their requests.

#### Financial Administration

Mr. Gural indicated 25% of the salaries of Donna Condo and Kareemah Press also come from the sewer budget.

No questions or comments from Council

### Collection of Taxes

Mr., Gural indicated the 50% of Tangy's Salary comes from the sewer budget. Mr. Gural also indicated that at one point we had three people in the Tax office, what you see is the proposed addition of another person. Some discussion was had regarding the additional person, it was indicated that potential person would be a part-time working less than 28 hours per week. If the money is appropriated however and not spent it would go to surplus, available for use in 2019 budget.

### Assessment of Taxes

No questions or comments from Council

### Legal Service and Costs / Engineering Services / Grants & Planning/ Land Use

Mr. Gural indicated we have ongoing litigation for various matter. The general services provided on a daily basis for our Solicitor, LUB Solicitor, Labor Attorney, Conflicts Attorney, Council for Affordable Housing and Redevelopment Counsel are come from this account. Mr. Gural indicated in addition the Telecommunications Consultant had been added to this account. These fees are for general services they provided on a daily basis. Mr. Gural stated this only represents a fraction of what council pays these professionals, because most of engineer fees are paid in capital projects. Much discussion was had regarding the increase of fees in various line items. Mrs. Tait indicated the attorney fees had a significant increase. Mr. Gural indicated that even though we transferred money to these particular line items in anticipation of needing it some of those bills were paid thru a capital account instead. Ms. Weiner inquired do we spend money to get grant money? Mr. Gural indicated yes. Mr. Gerkens is very good at working with the BCBC and getting them to help pay for many of our grant applications where by alleviating the cost for us.

### Land Use

No questions or comments from Council

### Construction Code Official

President Howard inquired why \$12,000.00 was in the property demo line item. Mr. Gural explained there is a property which we may have to demolish, which if we do we will lien the property for the amount of the demo, however if we have to demo this property we will be prepared to handle the cost. Mrs. Tait asked if the demo would be bid. Mr. Gural indicated it would be quoted not necessarily bid. Ms. Weiner asked why there was no appropriation for Residential Property Inspections. Mr. Gural indicated that there is no appropriation for this item as in the past we were paying an outside company to perform those inspections, currently Tracy Kilmer has taken on those responsibilities so there is no appropriation from that.

### Code Enforcement

Mr. Gural indicated Mr. McGill salary is divided among three line items, code enforcement officer, public works as Acting Superintendent / Forman and sewer Acting Superintendent /

foreman. Mr. Gural is recommending an increase from 17.50 per hr. to salary of \$52,000.00. Ms. Weiner inquired if he would keep that salary once we hire and he no longer is Acting Superintendent. Mr. Gural indicated yes the salary would remain that same as that is a foreman salary. Ms. Weiner inquired what "is the \$5,500.00 for property maintenance liens line". Mr. Gural explained this is for upkeep of various properties which are vacant or not kept up, we cut the lawns, shovel the snow and bill the properties for the cost. Those costs are lienable in the event they are not paid by the owner.

Insurance Group/ Group Insurance/ Unemployment Compensation

Mr. Gural indicated we currently self-insure our fire fighters, we are currently seeking a new policy and think the cost will be reduced. Also includes the cost for our employees.

Police Department/ Crossing Guards/ Police and Radio Communications/Emergency Management

Chief Pearlman indicated mostly is the increase in salaries as contracted. Mrs. Russell asked what the new account is for court security officer. Chief Pearlman stated it was in the budget before, a new account was just established for it so it could be better tracked, it's not a new hire. Mrs. Tait inquired as to when the department will be fully staffed. Chief Pearlman not really sure as it is an ongoing process. Discussion was had regarding the increase in overtime. Chief Pearlman indicated it is largely due to the new bail reform laws. Chief Pearlman indicated he was just trying to stay ahead, and not have to come back later and same we need more money. Ms. Weiner asked what a stipend was. Chief Pearlman indicated, when an officer is certified as an EMT get \$500.00 a year, and detectives get a stipend for their on call time which is contractual. Ms. Weiner asked what is officer in charge. Chief Pearlman stated when a Sargent is out and an officer acts as a supervisor, in his place, they are referred to as officer in charge and a stipend is paid to them above their again contractual. Ms. Weiner questioned the crossing guard salaries. Mr. Gural explained when the crossing guards did not work during the summer they collected unemployment. We took the salaries they make and instead of paying them only thru the school year, the salary they would make during the 8 or 9 months is divided out of the entire year thus they receive a salary through the entire year, yes even during the summer, which we are allowed to do because they are an annual appointment and serve for one year.

Fire Department presentation by Chief Rick Dreby.

Mayor Arnold stated that the Fire Department is requesting a capital improvement of a new ladder fire truck and are here today with a presentation regarding that purchase. Chief Richard Dreby and Deputy Chief Howard Roun gave a presentation regarding their request to replace the current 25 year old ladder truck of the Fire Department. Chief Dreby spoke about the history of the department. The Fire Company is 130 years old they have a roster of about 30 active member all volunteers, no paid members. They average about 300 plus calls at year, the average personnel response is 17. They spend 4 to 6 months in training. The current ladder truck the department has, has had about 20,000.00 in repairs in the last 3 years and is about 25

years old. Per our policy and the recommendation of the insurance underwriters the truck should be replaced every 20 years. As the ladder gets older it is especially harder to find parts to complete repairs on the ladder truck. The need for the 100 foot ladder truck is to be able to reach the highest, especially the 3 story homes and buildings, such as the Riverfront Development, in our community. The Borough has typically bonded the large trucks on a 20 year payoff. Currently there are three apparatus manufacturers who make the ladder truck which meets the Fire Department's needs and parameters. Those manufacturers are Ferrara Fire Apparatus in Holden LA, price \$1,400,000.00; KME in Nesquehoning, Pa, price \$1,350,000.00 and Pierce in Appleton WI, price \$1,003,000.00. The Fire Department's Ladder Truck replacement committee recommends Pierce in Appleton WI as they currently have two pumper trucks which were manufactured by Pierce. Deputy Chief Roun indicated that if approved the ladder truck would be purchased thru state contract as it is a state contract item. Chief Dreby and Deputy Chief Roun then answered questions from the governing body. Mayor Arnold asked if there was a benefit from purchasing from state contract instead of going to bid. Deputy Chief Round stated the state contract is usually the bottom line, he indicated that if it goes out to bid with the specs it could potentially cost more and we would also have the cost associated with putting it together to put out to bid. Chief Dreby indicated that price was good until November of this year at which time the price could increase as much as thirty thousand dollars. Mr. Yetter inquired about the prospects for selling the old truck. Chief Dreby indicated the prospects are very good, the Borough uses GovDeals.com to sell used equipment. The last truck we sold for about \$50,000.00. Ms. Weiner asked the Chief if he had any idea of what the truck was worth. Chief Dreby indicated maybe about \$60,000.00 maybe a little higher. Ms. Weiner inquired how the truck gets here and if the delivery cost is included. Chief Dreby indicated the salesman will go out pick it up and bring it back or they will trailer it depending upon the size of the apparatus, the delivery, lettering and prep work is all included in the cost. President Howard inquired if this was a fifteen year bond. Ms. Condo answered, currently that is what was put together, although it can go out twenty years. Mr. Gural explained that the bond is based upon the average useful life of all of the projects, so because other things are included, it's more of a blended rate based on the useful life, also the shorter term the lower the rate. Ms. Condo indicated there is a possibility that we don't have to go out to the bond market we could do ten years through BANS Bond Anticipation Notes, where every year you pay a percent of the total cost down. Mr. Gural explains it is a different means of financing with a shorter term and the savings come in as you are not having to go into permanent financing we can save the money that we would have to pay for bond fees and counsel and pay it off in ten years. Additional discussion was had regarding different types of financing, rates and how Bonds and BANS actually work. President Howard asked Chief Dreby if they had any idea of how old Riverton's Ladder truck is. Deputy Chief Roun indicated maybe three years however he was not sure. Chief Dreby stated Riverton had a ladder truck with a pumper on the end, it is restrictive for our purposes in regards to some of the streets we have to get up to use it appropriately and their truck was just out of service for eight months for repair. The mutual aid is always in effect between the municipalities as we all work together. Mr. Norcross stated the reason it was out

for eight months is because the truck was re-ended in a motor vehicle accident and it bent the frame. Chief Dreby indicated the build out is approximately thirteen months, so even with the go ahead it will be at least thirteen months before we see it. Mr. Gural explained the funding and borrowing indicating if approved this year the Borough would not be getting the financing and borrowing the money until 2018 and we would begin paying for it in 2019. Ms. Weiner asked if the truck we purchased before was paid and can the Borough afford something like this? Ms. Condo and Mr. Gural indicated that is the decision that Borough Council has to make. More discussion was had regarding debt service and funding. Mr. Gural indicated that the State puts restrictions on the amount of money municipalities can borrow which is about 3% of the total new valuation. We are at 2.1% of total net valuation. Mrs. Russell ask how our credit rating was. Mr. Gural indicated our credit rating is very good. Mr. Nehila then explained debt service and how it works. Mayor Arnold thanked the Chief and Deputy Chief for the presentation and indicated to council that they would move to the fire department budget while they were still here.

#### Fire Department

Ms. Weiner inquired of Chief Dreby where in the budget does it show what the currently ladder is costing each year. Current year request is \$20,500.00 but that includes maintenance on all equipment as we would hope that covers everything. Of the 20,500.00 requested how much do you expect to have to put into that ladder truck? Chief Dreby indicated that is unknown until we have inspection of equipment.

#### Borough Prosecutor

No questions or comments from Council. Mr. Gural indicated the number was bump up a little because he may be required for more than just our scheduled court dates.

#### Streets and Roads

Ms. Weiner asked if we still have monies in the budget for the superintendent. Mr. Gural indicated yes.

#### Solid Waste Collection

No questions or comments from Council. Mr. Gural indicated we will be asking council for authorize a professionals to prepare the specifications for the trash contract.

#### Public Buildings & Grounds

Mayor indicated that this is where the recreation trust fund is. Mr. Gural indicated we can up with the 19,000.00 number by calculating a certain number of hours for a person at the community center from 4:00 pm to 10:30 PM, that's 6 1/2 hours a day during the week and eight hours a day on Saturdays and Sundays, that not just one person probably three using a blended rate of about 12.50 per hr. starting June 1<sup>st</sup> thru the remainder of the year. Mr. Gural

further noted the email sent to all regarding the revenues taken in thru community center rentals this year of \$6,500.00. The trust account is maintained outside of the budget, this is seed money to start the trust, and currently the monies taken in are placed in MRNA miscellaneous revenue not anticipated, to surplus to be used in future years. If it were going into the trust, the trust would be replenishing itself, and the money is available for immediate use. Chief Pearlman commented on how beneficial this would be from a safety issue as someone would be in the building which is an employee. Ms. Weiner asked, "What is the down side to the trust fund." Mr. Gural indicated he didn't think it was a down side. Mr. Nehila indicated the only thing he could think was that in any given year, if we didn't taken in enough revenue to support the trust the Borough would still have to fund it. Mr. Gural indicated it's not really a down side as the building will be covered for safety reasons. Ms. Weiner as what is the \$5,000.00 for the War Memorial. Mr. Gural indicated that was their donation

#### Shade Tree

No questions or comments from Council

#### Vehicle Maintenance

No questions or comments from Council. Mayor indicated this is where you will find the monies spent on the ladder truck. Mr. Gural indicated you can see how much money was spent in the last two years on that ladder truck. Mr. Yetter asked vehicle maintenance roads for public works, looks like Ron is saving us some money. Mr. Gural agreed.

#### Condominium Services Law

No questions or comments from Council

#### Board of Health

No questions or comments from Council

#### Animal Control

No questions or comments from Council

#### Parks & Recreation

Mayor Arnold indicated the request from the community center program board was cut in half from last year, as they are trying to become self-sustainable. The Mayor indicated she wanted to know how the money request is going to be spent as they indicate in their request that they are paying a salary of eight thousand dollars, so does that mean the entire donation is going to a salary. Mayor Arnold also indicated she would like to see a breakdown of the money brought into the community center program and how monies were spent for the different programs that were held. Mayor Arnold indicated she would not be inclined to give a donation to an organization when all that money is being paid to a program coordinator and there is no

breakdown from the programs and the cost associated with the programs. Mrs. Russell asked did you ask for it before, why now. Mayor Arnold indicated yes, however it was not received.

Weiner steps down for the dais.

Ms. Weiner indicated the monies being requested are not for the program director only, it help towards the program director and other costs. Ms. Weiner indicated we are seeking grants however at this time we are not able to sustain ourselves we still need the help of the Borough. Ms. Weiner also indicated while she was not on the dais she would also speak for the Halloween Parade Committee. Ms. Weiner indicated as far as she knows the Borough has always paid for the Halloween Parade. This year they too have asked for less money. Both of these programs are working very hard to give back to the community. Mayor Arnold indicated there is no question as to the benefit of the Community Center Program Board however the is a financial responsibility, last year there was a \$15,000.00 donation request and there was conversations regarding accountability and this year again there is no additional information. It appears that \$8,000.00 dollars more than half of the donation was paid to the program coordinator. Mayor read the part of the donation request into the record. In 2016 the Program Board took in revenue of approximately \$5,000.00 from programs and paid out approximately \$13,000.00 toward the Program Coordinator's salary, instructors' salaries, class supplies, First Friday supplies, Spring Art Show supplies, insurance premiums and miscellaneous business expenses. Toward this end, the Program Board would like to request funding for the upcoming fiscal year in the amount of \$7,500.00 from the Borough of Palmyra. Mayor Arnold indicated that this is not enough information, if would like to know what the numbers are, how the money is being spent. Mrs. Russell asked is the something in place that indicates they should be turning in that type of information. President Howard indicated that he did not think it was to mush to ask for a statement at the end of the year with that information. Much discussion was had regarding the additional information. Mayor Arnold recommended the donation request be changed from \$7,500.00 to \$2,500.00. President Howard and Mrs. Russell indicated they did not agree however additional information need to be submitted. More discussion was had regarding the request. Mr. Gural indicated in December of last year he sent an email to all the organizations regarding what was required for donation requests. You have all the information which was received, it was asked for however some turned in the information and other did not. After additional discussion the governing body decided the requests would stay as received however additional information must be submitted. No funds will be released until that information is received and the disbursements will come to Borough Council for final approval before being released. Mr. Gural will send the email requesting that information to the organizations again. Chief Pearlman requested of \$2,000.00 donation for Post Prom. Mr. Howard asked does the YMCA program pay us to rent, when they run the summer camp. Mr. Gural indicated no they don't pay rent they pay for non-Palmyra resident children who attend the program.



### Education Functions

No questions or comments from Council

### Community Youth recreation

In the past Municipal alliance provided this donation to the Post Prom Committee. Chief Pearlman has requested this again from Municipal Alliance, we are waiting to hear from them to see if it will be approved. Chief Pearlman indicated how difficult the program has been to work with. Mr. Gural indicated that our cash match is \$1,865.00, next year give the \$1,865.00 directly to the Post Prom as a donation.

### Contributions to Tri-Boro Senior Citizens Program

No questions or comments from Council

### Accumulated Sick Leave Compensation

Mr. Gural indicated the monies go to a trust fund to paid employees upon their retirement. Ms. Weiner asked how much money was in the trust fund now. Mr. Nehila indicated \$112,000.00. Mr. Gural indicated that amount is recalculated every year.

### Celebration of Public Events

Ms. Weiner inquired why the Public Events budget had been increased. Mr. Gural indicated that because of the mural, which may actually happen money was put into the budget for that project. Mayor Arnold indicated she would like to see the donation request change from \$4,000.00 to \$2,000.00 for the Halloween Parade Committee. Much discussion was had again regarding the information received. It was decided that the donation request would remain the same and we would request the additional information. Mr. Yetter stated that if next year comes and the appropriate information is not received with the request he will vote zero dollars for those organizations.

### Utility Expenses & Bulk Purchases/Electricity/ Street Lighting/Telephones/ Water/ Gasoline/Fire Hydrant Services/ Printing and Postage

Ms. Weiner asked if we could take money out of the line for Street Lighting as we did not spend all that was allocated last year. Mr. Gural indicated he did not like to play with that line. Mrs. Tait question the 45,000.00 charges for the telephones is that in reference to the system we have to repair. Mr. Gural indicated that is the system we want to replace, there is some double billing which has taken place, and replacement of the system will resolve that issue. Ms. Condo indicated we haven't been unable to get out of the contract with Comtec. There was additional discussion regarding the phones and gasoline charges.

### Landfill and Solid Waste Disposal Costs

No questions or comments from Council

#### PERS

Mr. Gural indicated we need to make some changes to the numbers based on new information received from the State so that line item will be increased by \$2,254.00, making it \$114,006.00.

#### PFRS

No questions or comments from Council

#### Municipal Court

No questions or comments from Council

Mr. Gural indicated the amount being transferred to the sewer account for all salaries it is \$125,000.00.

Mr. Gural stated due to a good decision of the governing body last year; we were in position to be able to return \$438,000.00 to surplus, however instead of putting it in surplus we put that money into capital improvements along with an additional \$50,000.00. It appeared on the appropriation side and it appeared on the revenue side of the budget as additional surplus which was used. Therefore the balance in the Capital account is now \$551,000.00. This is the money we use for the 5% down payments for all capital purchases. It can also be used for any capital purchases directly. Discussion was had regarding the capability of being able to purchase the fire truck, and financing the fire truck.

#### Debit Service

Mr. Gural indicated there are no debt service bond anticipation notes as two years ago they were all rolled into the general obligation bond. Mrs. Condo noted also this is due to having cash on hand and being able to pay for the projects we completed without having to finance them. Mr. Gural indicated the total debit service, principle and interest is \$910,000.00. Mr. Gural also noted this is the last year we will be paying \$56,940.00 amount deferred over 5 years for the revaluation project.

#### Reserve for Uncollected Taxes

Mr. Gural stated Ms. Johns collects about 98% of our tax billings, there is always some number of people and organizations who don't pay their taxes. Additionally we collect taxes for the school district and the county taxes which we then have to turnover to them. The Borough has to pay both of these taxing districts 100%, the full amount, of their tax levied upon the taxpayer even if we do not collect it, this year the amount is \$591,544.71.

### Across the Board increase for employees

After some discussion regarding the employees increases it was decided an across the board increase would be 2.0%, retroactive to April 1<sup>st</sup>, 2017, at the cost of about 17,000.00.

### Sewer Utility Budget Appropriations

Mr. Cosky inquired if the salary figures include the salary increase for Mr. McGill. Mr. Gural indicated yes. Mr. Gural indicated when the sewer rate was adjusted on commercial properties, to be calculated by water usage, in 2015 or 2016, it was based on presumed calculations. The businesses actually used less water which reduced the amount of revenue we were able to collect. Therefore we can comfortably get thru this budget however we are looking at a potential increase either the second half of this year or the beginning of next year. Mayor Arnold stated we can look at that at a later date, and perhaps that can gradually be introduced so it's not all at one time.

No additional questions or comments from Council

### Revenue

#### Surplus

Mr. Gural explained surplus is the most important asset the borough has. If you look at the past years we went from using 93.42%, in 2010, of our available balance to using 54.11%, in 2016. The Borough currently has available in surplus \$2,298,544.00. Discussion was had regarding surplus usage and replacement in the current and upcoming years. Based on calculations of Mrs. Condo and Mr. Nehila anticipate that the Borough will taking in, in additional surplus about \$885,000.00. We anticipate using \$865,000.00 of surplus to reduce the tax levy. That results in a slight increase of the local Tax rate, .92%, less than 1% with a tax rate of \$1.20 per \$100.00 of assessed valuation. The increase of taxes equates to a \$16.19 annual increase per household based on the assessed average valuation of a \$147,600.00 home.

### Capital Improvement Plan

Mr. Gural explained the proposed five year capital plan, years 2017-2021. Mr. Gural explained it is for 5 years although we are only required to provide it for 3. It includes the last three capital ordinances in years 2014 thru 2017. The proposed general improvements for the next two years include Borough Hall improvements, Community Center improvements, security system/cameras, potential property purchases and improvements, redevelopment efforts, gasoline/ diesel fuel storage and distribution system, computer system hardware/software replacements/upgrades, server upgrade virtual server 64 bit, video conferencing for court room, cell tower .and waterfront park project. The proposed Police Department improvements include four-wheel drive patrol vehicle, body cameras including secure server, handgun replacement, lights for car port, replacement of recording equipment for ID and interview rooms, second VMS Board, Police Officer scheduling system, main server and exchange server replacement, Alcotest, three in car computer replacements, general computer stations replacement, radio replacements, SRO biometric secured laptop, traffic trailer including all equipment, lockers

men/women's sufficient size for uniforms, and court room security. The proposed Fire Department improvements include two sidewinder stabilization jack kits, Fire Chief vehicle, large T-Ram for motor vehicle rescue, Bullard Thermal imager, 14" rescue ventilation saw, Ladder truck, personal protective gear, fire ground radios, new hose- 400' of 5" hose, and rapid intervention air pack. The proposed Public Works Department improvements include a single axle dump truck and utility truck, wheeled loader, leaf collection system, tow behind and collection box, Legion Field improvements, general road improvements, and street signs. The proposed sewer utility improvements include, sewer utility improvements- sludge thickening and odor control, jetter/vacuum combination truck, small utility/dump vehicle, rehabilitation of the Berkley Avenue and Public Road Pump stations, and supervisory control and data acquisition system. It should be noted that many of these items have been completed or purchased already with the last three ordinances mentioned above, and are not new requests. Mr. Gural explained a capital purchase is an item with a life expectancy of five years or more. Mr. Gural also indicated the pumping stations are very important and should be addressed this year. Discussion was had regarding the new requests and priorities. Mayor Arnold asked the Fire Chief, Mr. Dreby if the Fire Chief vehicle could wait until 2021. Chief Dreby indicated that would be fine. Mayor Arnold asked if anyone would like to add or delete from the existing list. Additional discussion was had regarding the pump station on Public Road. Mr. Gural indicated that the decision does not need to be addressed today, council still has time however by June of 2017 council should know exactly what they wish to do. Mr. Yetter asked Chief Pearlman what the traffic trailer will be used for. Chief Pearlman responded numerous things, barricades, signs, street closure signs, cones etc.

#### **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.

Mrs. Tait made a motion to open the public portion. Mr. Cosky second the motion.

**All members present voted in favor of the motion**

**Ms. Veitenheimer – Rowland –Street** – Mrs. Veitenheimer stated last year it was made clear that if you were requesting a donation it was required that you submit financial information regarding what your previous donation monies had been sent on, it is very disappointing that the governing body would allow this again. Why are the property values going down? Would like to see you go through the budget again and try to make some more cuts so we have an even smaller tax increase. Thank you for the War Memorial donation.

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

**All members present voted in favor of the motion.**

**ORDINANCE ON FIRST READING (public hearing on April 17<sup>th</sup>, 2017 at 7:00 pm)**

**Ordinance 2017-03**, An Ordinance To Exceed Municipal Budget Appropriation Limits And To Establish A CAP Bank (N.J.S.A. 40A:4-45.14).

Mrs. Russell made a motion to approve Ordinance 2017-03. Mr. Cosky seconded the motion.

**At the call of the roll.**

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

**NAYES: None**

**RESOLUTIONS (public hearing on April 17<sup>th</sup>, 2017 at 7:00 pm)**

**Resolution 2017-88** Resolution Authorizing the Introducing of the 2017 Budget of the Borough of Palmyra.

Mr. Cosky made a motion to approve Resolution 2017-88. President Howard seconded the motion.

**At the call of the roll.**

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

**NAYES: None**

Mrs. Russell made a motion to adjourn the budget workshop meeting. Mr. Cosky seconded the motion.

**All members present voted in favor of the motion**

Meeting adjourned at 1:20 pm

Respectfully Submitted

Doretha R Jackson

Acting Municipal Clerk