

Borough of Palmyra
Council Caucus Meeting Minutes, 6:30 PM
Monday November 6th, 2017

CALL TO ORDER

The Caucus Meeting of the Borough Council of the Borough of Palmyra was called to order by Mayor Michelle Arnold at 6:31 pm

ROLL CALL

Present: Mayor Michelle Arnold, President Tim Howard, Mr. Frank Cosky, Mrs. Bernadette Russell, Mrs. Gina Tait, Ms. Mindie Weiner, Mr. Lewis Yetter

Pledge of Allegiance was recited followed by a moment of silence

OPEN PUBLIC MEETINGS STATEMENT

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

- A. Posting written notice on the official bulletin board at the Palmyra Borough Hall on January 10, 2017 and October 19th, 2017
- B. Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 10, 2017 and October 19th, 2017
- C. Notice to All Council Members.

INVOCATION

Prayer was given by Police Chaplin Ella Graham of Maranatha Christian Fellowship Church located in Moorestown, New Jersey.

APPROVAL OF MINUTES

Mayor Arnold requested a motion for approval of the September 18th, 2017, Regular Council Meeting Minutes.

Mr. Yetter made a motion to approve the minutes from the regular council meeting of September 18th, 2017. President Howard seconded the motion.

At the call of the roll.

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

NAYES: None

Abstain: Mrs. Russell

There was no correspondence.

Mr. Gural went thru the 2017 Best Practices Inventory as required by the State of New Jersey; he read and explained all twenty-five questions also explaining the Borough's response to each question. Of the twenty-five questions the Borough answered eighteen questions "yes", two questions "no" and five with N/A for a total score of twenty-three, which was certified by the Chief Financial Officer and Administrator. The Borough has a score of 23 of 25 which is a 92%, making the Borough eligible for full CMPTRA and ETR aid from the State. The full Best Practices Worksheet CY 2017/SFY 2018 is available on the Borough of Palmyra's website at www.boroughofpalmyra.com.

Mayor Arnold asked for a motion to open to the public for discussion.

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

All members present voted in favor of the motion

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

All members present voted in favor of the motion.

RESOLUTIONS Consent Agenda

Resolution 2017-216 and Resolution 2017-223 to Resolution 2017-226 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.

- **Resolution 2017-216**, Resolution Awarding a Contract to New Cingular Wireless PCS, LLC (Owned by AT&T Mobility II, LLC) for the Leasing of Space for Installation of Cellular Antenna Array and Ground Space for the Borough's Telecommunications Tower Bid Project in the Monthly Rental Amount of \$2,800.00 for Year One of the Initial Five Year Term for Location 1 Antennae RAD Center at 137'
- **Resolution 2017-223**, Resolution Approving Kaylee Wilson as an Active Member of the Palmyra Fire Department.
- **Resolution 2017-224**, Resolution Authorizing Refund of Sewer Overpayments for Block 58 Lot 15.01 and Block 43 Lot 11.01.
- **Resolution 2017-225**, Resolution Authorizing Purchase of 2018 Chevrolet Tahoe Vehicle thru Cranford Co-op #47-CPCPS in an amount not to exceed \$34,719.00 and Emergency Accessories and Installations for Upfit Under State Contract #81165 and #81336 in an amount not to exceed \$11,197.49.
- **Resolution 2017-226**, Resolution Authorizing a Shared Service Agreement Between Burlington County Board of Chosen Freeholders and Borough of Palmyra

Mrs. Russell requested Resolution 2017-225, Resolution Authorizing Purchase of 2018 Chevrolet Tahoe Vehicle thru Cranford Co-op #47-CPCPS in an amount not to exceed \$34,719.00 and Emergency

Accessories and Installations for Upfit Under State Contract #81165 and #81336 in an amount not to exceed \$11,197.49, be removed from the consent agenda for additional discussion.

A motion was made by Mrs. Russell to approve Resolution 2017-216 and Resolutions 2017-223 thru 2017-224 and resolution 2017-226. President Howard second the motion.

At the call of the roll, the vote was.

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

NAYES: None

Mayor Arnold returned to Resolution 2017-225, Resolution Authorizing Purchase of 2018 Chevrolet Tahoe Vehicle thru Cranford Co-op #47-CPCPS in an amount not to exceed \$34,719.00 and Emergency Accessories and Installations for Upfit under State Contract #81165 and #81336 in an amount not to exceed \$11,197.49.

Mrs. Russell asked why we need this vehicle. Mr. Gural indicated the vehicle was in the capital budget already approved during the budget process, the funds are now being approved for purchase.

Mrs. Russell made a motion to approve Resolution 2017-225. Mr. Yetter second the motion.

At the call of the roll.

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

NAYES: None

COMMUNITY SPOTLIGHT

Mayor Arnold and Ms. Weiner stated the Halloween Parade was again a great success. Ms. Weiner also thanked Mrs. Tait for all her efforts and for really stepping up to help with the parade. Ms. Weiner also stated the PIA Palmyra Improvement Association held the first "Truck or Treat" in the Santander Bank parking lot and it was a great success also.

Mayor Arnold reminded everyone that the Veterans Day Celebration will be held Saturday November 11th, 2017 at 11:00 am at the War Memorial on Cinnaminson Avenue.

The "Take a Veteran to Lunch" will be held Saturday November 18th, 2017 at 12:00 pm. at the Burlington Masonic Lodge.

Mayor Arnold indicated the mural is installed at Tony's Barber Shop and looks great.

Mayor Arnold also stated Santa Claus is coming to town on December 8th, 2017, and additional details to follow.

Mrs. Tait congratulated the girls and boys soccer teams of Palmyra High School for making the playoffs. EMS blood drive is Friday December 10th, 2017 from 2:00 pm to 9:00 pm.

Mayor Arnold stated the Palmyra Police Department is participating in the "No Shave November" from November 1st, 2017 thru November 30th, 2017, to benefit of prostate and testicular cancer. On the Borough of Palmyra Police website you may make a donation to the team or a particular officer.

DISCUSSION ITEMS

NEW Business

Mr. Gural indicated we have received a number of applications for the Code Enforcement Officer position and will be advising the appropriate council committee and setting up interviews shortly.

Mr. Gural stated, ERI's proposal for On Call Contracting Services is contained in your packets and will be on the agenda at next meeting for approval. Mayor Arnold asked if it was possible to have the contract extend longer than one year. Mr. Gural indicated he would speak with Mr. Kirchner and Mr. Rosenberg to determine if that was possible, and would get back to council with his findings.

Mr. Howard asked if we could table the discussion of the Community Center and potential use by Palmyra-based organizations only until next meeting.

Mr. Gural stated that Burlington City sent the Borough an RFP for a Shared Service agreement for Zoning Official. Mr. Gural indicated due to the enormous work load of our current zoning official it was probably not a good idea for a shared service, as we could not at this time loan out our zoning official for ten hours a week.

Mr. Gural asked council if they would be amendable with CGP & H completing the master plan reexamination instead of the Land Use Board professional. Our advantage to having Mr. Gerkens of CGP & H perform this is he is a former Palmyra resident who is very familiar with the Borough and he completed our previous re-exams; additionally he can do it at no cost as the Burlington County Bridge Commission will pay his fees to complete it.

Mr. Gural stated the Municipal Tax Lien properties which council decided to foreclose on, we have discovered that three of the nine properties have federal liens on them and in order to foreclose we must have sheriff sales held in order to release the federal liens. Mr. Gural explained the cost paid to the county for the sheriff's sale is at a minimum \$1,500.00 per property which could result in a cost of \$4,500.00 to \$10,000.00. Mr. Gural and Mr. Rosenberg explained the process and indicated the Borough could also go ahead, foreclose and wait until the federal liens expire. The Borough would own the properties until the liens expire and would not be able to sell them until those liens expire. The properties will become tax exempt once they are foreclosed on. Additional discussion was had regarding the property sizes, ability to build and maintenance of those lots. Mr. Cosky, President Howard, Mrs. Russell, and Ms. Weiner agreed that we move forward with the foreclosures and wait for the liens to expire instead of paying the additional fees for sheriff sale.

Mr. Gural stated the agreement of sale for the old Veterans Building at Front and Arch Streets was signed by Mayor Arnold and Habitat for Humanity and we received the dollar for the sale.

ADMINISTRATOR'S REPORT

Mr. Gural stated the street and welcome signs for Broad Street and Rt.73 have been ordered and will be installed as soon as they come in. Mr. Gural also indicated that the Borough owns a small piece of property at the Rt. 73 and Broad Street location, which is perfect place for a welcome to Palmyra sign.

Mr. Gural stated he asked Mr. Kirchner to bring to the next meeting, some example/plans of signs which could be placed there.

Mr. Gural stated the Legion Field Improvements Project's bid opening was held on November 1st, 2017 with three bidders. Mr. Gural also indicated there may be a potential problem with the lowest bidder's response. The bids are currently in review and additional information will be available at the next meeting.

Mr. Gural indicated the AST Fuel Tank project is not moving forward and he would like the governing body's approval to re-appropriate the 350,000.00 authorized in the capital ordinance for the AST Fuel Tank project to the fund for redevelopment efforts. If the governing body is amenable to this it would have to be done by ordinance. Mr. Gural explained the process of re-appropriating those funds and some discussion was had regarding what could be done with the funds if re-appropriated.

Mayor Arnold stated we have been approved for the funding of the Grove Park/ Band Shell area park improvements project. Mr. Gural stated we are waiting for the official letter indicating we have the funding and he also indicated that we were awarding the funding for one of the arches, however additional information will follow.

Mr. Gural stated the Professional RFPs have been requested and are due back by December 1st, 2017.

Mr. Gural noted that the PSEG & NJAW gas/water main project street repaving in conjunction with the Borough; PSE&G as indicated they could not do it as we wanted. New Jersey American Water Company indicated no, however indicated they would look at it again. Mr. Gural stated he hoped to have more information at our next meeting; however the project may have to wait until the spring. Some additional discussion was had regarding the process of completing the project. Mrs. Tait asked if something could be sent to the residents letting them know what is going on.

Mr. Gural state the demo permit has been issued the 505 W Second Street. Mayor Arnold and Mrs. Russell indicated the building has been taken down and the ground leveled.

Mr. Gural stated the Burlington County JIF Elected Officials Liability Seminar is again being held at various locations and times which was included in your council packet. Council usually all goes together in March however, if council could please make yourselves available to attend one of those meetings it would be beneficial to the Borough, as the Borough gets a two hundred fifty dollar credit on our insurance premium for every elected official that attends.

No committee reports we given.

Mayor Arnold asked for a motion to open to the public for discussion.

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

All members present voted in favor of the motion

Mr. Isert –Cinnaminson Avenue– Mr. Isert asked if we can ask the adjoining homeowners to pay the 1,500.00 fee. Mr. Gural indicated no. Mr. Miser stated Tracy our construction official/inspector does a great job.

Mr. McElwee – Columbia Avenue – Mr. McElwee stated he was disappointed that we only have four names to receive our Veteran metals at the ceremony on Saturday November 11th, 2017 at 11:00 am.

Mr. McElwee indicated all veterans are free to attend the "Take a Veteran to Lunch" the 20.00 cost is for other people attending the luncheon. Mr. McElwee indicated he spoke with the Sheriffs' Office and they are willing to come here and do identification cards for our seniors and veterans.

Mr. Rader – Harbour Drive – Mr. Rader asked if the election results would be posted and available to the public after the election. Mr. Gural stated the unofficial results can be picked up by Wednesday afternoon; however the official results will come from the county.

Mr. Casparro – Morgan Avenue – Mr. Casparro stated he sent an email to the governing body earlier today. Mayor Arnold caution Council that this is not Borough business and it should not be discussed from the dais. Mayor Arnold then told Mr. Casparro he was free to express anything he cared to. Mr. Rosenberg indicated he did see a copy of the email and was concerned that there is some mention of slander. Mr. Rosenberg stated that if there is a claim that someone on the governing body committed that slander, his recommendation is that the other governing body's members not discuss that. Mr. Casparro stated he runs the Palmyra Improvement Association and their last event was the trunk or treat, and someone is going around saying the group is unethical, and that we are dishonest. Mr. Casparro stated he just wanted to make council aware and to get support from council, not to say that they are accusing anyone on council of stating those things.

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

All members present voted in favor of the motion.

MAYOR AND COUNCIL COMMENTS

Councilwoman Tait – Mrs. Tait stated, in the Burlington County Times this weekend there was an article regarding the emerging leaders of Burlington County; two of our residents were mentioned, Kelly Lyons who is the executive director of Garden State Discovery Museum and Ashley Griffith who runs volunteer services for Habitat for Humanity. Mrs. Tait stated there are some great people in this town. Mrs. Tait also stated the sophomores used the Palmyra Promenade for pictures for Homecoming and were very happy that they could walk down to the river edge and not sink into the grounds.

Councilman Cosky – Mr. Cosky indicated he attended the Boy Scout Troop 9's 70th Anniversary celebration at the community center, it was very nice to see what the boy scouts are doing. The Halloween Movie Night, held after the "Trunk or Treat" was very well attended probably one of the biggest movie nights we have had, and we are looking forward the Christmas movie night. The Halloween Parade was great and the mural looks great.

Councilman Yetter – Mr. Yetter stated the Halloween parade was great.

Councilwoman Russell – Mrs. Russell said the Halloween parade was great. Mrs. Russell stated the PIA is doing great and fantastic things; keep doing what you are doing. Mrs. Russell reminded everyone to get out and vote.

Mrs. Russell also stated at the last meeting council was told that if and when there was a mural dedication ceremony or waterfront park opening ceremony we would be notified, no information was sent to council regarding the mural event and nothing has been sent to council regarding the waterfront park official opening/ceremony.

Councilwoman Weiner – Ms. Weiner indicated the volunteer groups in this community are great and we are lucky to have them.

Councilman Howard – President Howard stated the Halloween Parade was great. President Howard stated the mural at the Barber Shop had some newspaper coverage or publicist commenting on it/acknowledging it and it would have been nice if everyone on council and in town was aware that it was going up and the press coverage, then more people could have been in attendance. President Howard indicated we have a lot of volunteer organizations in town that get a lot of work done and we hope to have many more come out and help us with our beautiful town.

Mayor Arnold – Ms. Arnold stated she would like to begin holding town hall meetings on a quarterly basis at various churches in town or at the community center. Because there can only be a maximum of three councilmembers in attendance at those meeting, councilmembers would have to be rotated for attendance so as not to have a quorum. Mayor Arnold reminded everyone that Santa is coming to town on December 8th, 2017 and reminded everyone to get out and vote. Mayor Arnold stated “Be Kind to one another and be good neighbors”

Having nothing for closed session, Mayor Arnold asked for a motion to adjourn.

Mrs. Russell made a motion to adjourn. Mr. Yetter second the motion.

All members present voted in favor of the motion.

Meeting Adjourned at 7.44 PM

Respectfully submitted

Doretha R. Jackson
Acing Municipal Clerk