

Borough of Palmyra
Council Caucus Meeting, 7:00 PM
Monday August 6th, 2018

A G E N D A

CALL TO ORDER

The Caucus Meeting of the Borough Council of the Borough of Palmyra is hereby called to order

ROLL CALL

PLEDGE OF ALLEGIANCE

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:

- Posting written notice on the official bulletin board at the Palmyra Borough Hall on January 10, 2018.
- Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 10, 2018.
- Notice to All Council Members.

INVOCATION

APPROVAL OF MINUTES

July 16th, 2018 Regular Council Meeting Minutes
July 16th, 2018 Executive Session Meeting Minutes

CORRESPONDENCE

Dave Austin – Retirement notice

PROFESSIONAL UPDATES

James Winckowski, CME
William Kirchner, ERI
David Gerken, CGP&H

PRESENTATION

Joe Henry – Hardenberg Insurance Agency – Annual “Safety on the Agenda”

William Kirchner, ERI; Gregory Benson, Borough Sewer Operator; John Haines, Sewer Superintendent & consultant Jeff Rollins, NJ Labworks – Sewer odor/issues update

William Kirchner, ERI & David Gerkens, CGPH – Temple Blvd Improvement Project

COMMUNITY SPOTLIGHT

National Night Out

PUBLIC PORTION

This public portion is for discussion on professional updates, resolutions and ordinances listed on the agenda. 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. Please direct all comments to the Mayor. Each citizen may only speak once during each public portion.

ORDINANCES ON SECOND READING (Public Hearing)

Ordinance 2018-09, An Ordinance of the Borough of Palmyra, County of Burlington, State of New Jersey Providing for Various Capital Improvements and Related Expenses in and For the Borough Appropriating \$755,000.00 Therefore, Authorizing the Issuance of \$717,250.00 in General Improvement Bonds or Notes of the Borough to Finance the Same

Ordinance 2018-10, An Ordinance of the Borough of Palmyra, County Of Burlington, State Of New Jersey Providing for Various Capital Improvements for the Borough’s Sewer Utility Appropriating \$374,000.00 Therefor, Authorizing the Issuance of \$355,250.00 in Sewer Utility Bonds or Notes of the Borough to Finance the Same.

Ordinance 2018-11, An Ordinance of the Borough of Palmyra, County of Burlington, State of New Jersey Adopting the Redevelopment Plan relating to Block 24, Lots 1 and 2 in the Borough of Palmyra, County of Burlington, State of New Jersey

RESOLUTIONS Consent Agenda

Resolution **2018-196** to Resolution **2018-xx** 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 2018-196, Resolution Adopting the Form of the NJ Tort Claims Act Questionnaire Required to be Utilized by Claimants for Filing of Notices of Tort Claim Against the Borough of Palmyra in Accordance with the Provisions of the NJ Tort Claims Act, NJSA 59: 8-6 and Designating Qual-lynx as the Agent for Borough of Palmyra and to Provide the Questionnaire to all of the Claimants and to Receive the Completed Questionnaire from the Claimants

Resolution 2018-197, Resolution Rejecting Bids Received July 19th, 2018 for the Grove Park Improvement Project as all Bids Exceed the Engineer’s Estimate, Pursuant to CME’s Letter Dated July 23rd, 2018

Resolution 2018-198, Resolution Supporting the Application for New Jersey Department of Transportation Safe Routes to School Program

Resolution 2018-199, Resolution Endorsing Submittal and Certifying Maintenance Commitment for the Borough of Palmyra's 2018 Transportation Alternatives Set-Aside Program (TAP) Application

Resolution 2018-200, Resolution Extending the Grace Period for 2018 Third Quarter Property Taxes

Resolution 2018-201, Resolution Authorizing the Award of a Non-Fair and Open Contract for a Falcon Asphalt Patcher Dump Trailer (Hot Box) to McGrath Municipal Equipment in the Amount of \$37,151.00

Resolution 2018-202, Resolution of the Borough of Palmyra authorizing the Mayor to execute an Agreement with the Palmyra Ambulance Association, aka Palmyra-Cinnaminson-Riverton Emergency Medical Services, for a five-year term effective January 1, 2019.

Resolution 2018-203, A Resolution of the Borough of Palmyra awarding a contract to Charles Marandino LLC for the 2018 Road Improvement Program project per ERI's Recommendation of Award letter dated August 1, 2018 in the amount of \$733,098.00 inclusive of Alternate Bids #1, #2 and #3, subject to the Lapse of 20 days Following Publication of Final Passage of Ordinance 2018-09 as provided by Local Bond Law.

Resolution 2018-204, Resolution Authorizing the Tax collector to Transfer the \$11,100.00 Premium Due to the Borough of Palmyra Current Fund Account for Certificate No.15-00051

DISCUSSION ITEMS

NEW Business

- Public Events
 - Town-wide Yard Sale
 - Vendors Selling at Summer Concerts
- Payment Procedures – Governing Body Signature requirement, etc.
- Green Team Appointments
- LOSAP- issue with 2018 certified eligible member list

Old Business

- Grove Park/Band Shell Project
- 2018 Road Improvement Project – two projects
 - Portions of Horace, 2nd, 3rd, 4th, 5th, Leconey, Maple Berkley, Filmore & Orchard Aves/Sts
 - Independence Fire Co. No 1 parking lot
- Sidewalk/ Outdoor Furniture Ordinance
- Outdoor Dining Ordinance
- Smoke-free and Tobacco Sales Ordinance
- Vacant/Abandoned Property Ordinance
- 400 Arch Street
- Youth Athletic Groups & Use of Legion Field
- Holiday Decorations/winter Displays – snowflakes, etc.
- Sale of old Ladder Truck – Update
- PCR EMS Agreement

- Sewer Utility fee increase

ADMINISTRATOR'S REPORT

- Referendum—earlier hours for Sunday sales of alcoholic beverages
- LUB Community Planning Survey
- Tax Rate Update
- NJ Paid Sick Leave Act
- Rice Notice
- NJLM Conference – November 13–15th, 2018 in AC, NJ

COMMITTEE REPORTS

PUBLIC COMMENT

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MAYOR AND COUNCIL COMMENTS

Resolution 2018- Resolution Excluding the Public from Certain Meetings Pursuant To Section 8 of the Open Public Meeting Act C. 231 P. L. 1975 for matters relating to Litigation, Contracts, Personnel

CLOSED SESSION

ADJOURNMENT