

**Borough of Palmyra**  
**Council Caucus Meeting, 7:00 PM**  
**Monday October 1<sup>st</sup>, 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**

September 17<sup>th</sup>, 2018 Regular Council Meeting Minutes

September 17<sup>th</sup>, 2018 Executive Session Meeting Minutes

**CORRESPONDENCE**

Letter from the Voice of the South Jersey Irish Society regarding Ken Smith

Thank- You Letter – The VanEmburch Family

Various Emails and letters of support for the Outdoor Seating Ordinance

**PROFESSIONAL UPDATES**

James Winckowski, CME

William Kirchner, ERI

## **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 2018-13**, An Ordinance of the Borough of Palmyra, County of Burlington, State of New Jersey Allowing for Outdoor Cafes and Seating Areas for the Purpose of Outdoor Dining

**Ordinance 2018-14**, An Ordinance of the Borough of Palmyra, County Of Burlington, State Of New Jersey Allowing for the Placement of Sidewalk Furniture in the Town Center and Neighborhood Commercial Zones

## **RESOLUTIONS Consent Agenda**

Resolution **2018-231** to Resolution **2018-237** 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 2018-231**, Resolution Appointing John Pettite as Tree Officer for the Borough of Palmyra

**Resolution 2018-232**, Resolution Awarding a contract to Environmental Resolutions, Inc. (ERI) for the Engineering Services for the On Call Contracting Services Project per their Proposal dated September 10<sup>th</sup>, 2018 in the amount of \$4,500.00

**Resolution 2018-233**, Resolution Awarding a contract to Environmental Resolutions, Inc. (ERI) for the Engineering Services for the HVAC System Preventative Maintenance Contracts-2019 per their Proposal dated September 10<sup>th</sup>, 2018 in the Amount of \$4,500.00

**Resolution 2018-234**, Resolution Extending the Existing 2017-2018 Transportation and Disposal of Municipal Waste Water Sludge Contract of Franc Environmental of New Jersey, Inc. for one (1) year at the price of \$0.0835 per gallon.

**Resolution 2018-235**, Resolution For Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Temple Boulevard Reconstruction Project- Phase II

**Resolution 2018-236**, Resolution Authorizing Award to Iron Studio for Fabrication of Custom Steel Archway and Two (2) Bike Racks for the Grove Park Improvement Project in the amount of \$39,900.00 which includes Pre-Payment of a 50% deposit in Order to Initiate Construction.

**Resolution 2018-237**, Resolution Appointing Doretha Jackson as Alternate Deputy Registrar for the Borough of Palmyra

## **COMMUNITY SPOTLIGHT**

Town Wide Yard Sale October 6<sup>th</sup>, 2018 rain date October 7<sup>th</sup>, 2018

Evergreen Baptist Church – Women’s Health Fair October 13<sup>th</sup>, 2018

Free Mammograms – Christ Episcopal Church – Parry Avenue

## **DISCUSSION ITEMS**

### **NEW Business**

- Public Events
  - Town-wide Yard Sale
  - Military Service Medals and Veterans Ceremony
  - Holiday Tree Lighting and Santa Claus
- Adopt a City Program – for a NC/SC flood ravaged community
- Student Representative to Borough Council
- LUB Appointments
- LUB Resolutions determining Ordinances 2018-13 & 14 are inconsistent with the Master Plan
- Cannabis/Marijuana Legalization and Local Option Tax
- Gov't Finance Officers Assoc. Conference – Atlantic City, September 26<sup>th</sup>, 27<sup>th</sup> & 28<sup>th</sup>, 2018 (Golden Nugget Hotel for two nights at \$89/night)
- Personnel Policies and Procedures Manual
- Subordination of Mortgage request – Palmyra Housing Rehabilitation Program
- Request for Dedication of a Tree in Honor of James May
- Hiring of P/T Administrative Assistant
- Request to allow alcohol be served on Sunday October 28<sup>th</sup>, 2018 beginning at 9:30 AM

### **Old Business**

- 2018 Road Improvement Project- update
- Grove Park/Band Shell Improvement Project- update
- Grove Park paver block engraving/donation program
- 400 Arch St. Public Hearing Report of Findings
- Vacant/Abandoned Property Ordinance and foreclosures -update
- LUB Community Planning Study Survey results
- Fire trucks update, Firehouse structural inspection, Firehouse parking lot paving and alternative auction site
- 93rd Annual New Jersey Shade Tree Federation Conference
- Amendments to Legion Field usage Ordinance and meeting with Youth Athletic Organizations
- 2018 Palmyra Boards & Council Diversity Survey per Green Team request

## **ADMINISTRATOR'S REPORT**

- 2018 Stormwater Permit Compliance Training reminder
- Anti-harassment training, CEPA and Civil Rights Policy
- PSE&G tree trimming on Broad St.
- Grants: BCBC Request for Assistance for NJDOT Municipal Aid for Temple Blvd.

## **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**