

Borough of Palmyra
Council Caucus Meeting, 7:00 PM
Monday, August 5th, 2019

CALL TO ORDER

The Regular Meeting of the Borough Council of the Borough of Palmyra is hereby called to order by Mayor Michelle Arnold at 7:14 PM.

ROLL CALL

Present: Mr. Brandon Allmond, Mrs. Bernadette Russell, Mrs. Gina Tait, Ms. Mindie Weiner, President Timothy Howard, Mayor Michelle Arnold

Absent: Mrs. Michelle McCann,

The 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:

- Posting written notice on the official bulletin board at the Palmyra Borough Hall on January 11th, 2019.
- Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 11, 2019.
- Notice to All Council Members.

APPROVAL OF MINUTES

Mayor Arnold requested a motion for approval of the, July 15th, 2019 Borough Council Meeting Minutes.

Mrs. Russell made a motion to approve the minutes from the, July 15th, 2019 Borough Council Meeting Minutes. President Howard second the motion.

At the call of the roll the vote was.

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

NAYES: None

CORRESPONDENCE

Mayor Arnold acknowledged letters received from the following:

Timothy Leusner –Palmyra Police Association

Jennifer Coffey – Association of NJ Environmental Commissions

Jennifer Hiros– Division Head Community Development Program

Carolyn Furrer

Ted M. Rosenberg

PROCLAMATION

Mayor Arnold read the following Proclamation into the record.

Supporting the Drive Sober or Get Pulled Over 2019 Statewide Crackdown

Whereas, approximately one-third of all fatal traffic crashes in the United States involve impaired drivers; and

Whereas, impaired driving crashes killed 10,874 people in the United States in 2017; and

Whereas, impaired driving crashes cost the United States almost \$44 Billion a year; and

Whereas, during the past five years New Jersey's roadways experienced 36,778 crashes and 679 fatalities involving impaired drivers; and

Whereas, an enforcement crackdown is planned to combat impaired driving; and

Whereas, the summer season and the Labor Day holiday in particular are traditionally times of social gatherings which include alcohol; and

Whereas, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the state to participate in the **Drive Sober or Get Pulled Over 2019 Statewide Crackdown**; and

Whereas, the project will involve increased impaired driving enforcement from August 16 through September 2, 2019; and

Whereas, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

Therefore, be is resolved that Borough of Palmyra declares it's support for the **Drive Sober or Get Pulled Over 2019 Statewide Crackdown** from August 16 through September 2, 2019 and pledges to increase awareness of the dangers of drinking and driving.

Mayor Michelle Arnold

August 5th, 2019

PROFESSIONAL UPDATES

Mr. Kirchner stated he would be previewing some things which will be on the next meeting's agenda.

Mr. Kirchner indicated he was happy with our contractor on the 2018 Road Project but not with NJ American Water Company's contractor. He indicated they would be coming back to clean up some of the items on his punch list. Mr. Kirchner indicated the 2018 Road Program is almost complete and there will be another change order coming for \$1,974.00(change order #5) bringing the total contract amount to \$858,553.80. Mr. Kirchner also noted at the next meeting will be another changer order #2, for 2019 Miscellaneous Concrete Construction, which will decrease that contract by \$8,123.70 making

the total amount of the contract \$69,227.80. Mr. Kirchner explained what Resolution 2019-186, on the agenda tonight is. He explained the refrigerated samplers, how they work and why they are needed. There was discussion regarding purchasing them all at one time vs staggering the purchasing of one of them. Mr. Kirchner noted that they could all be purchased however only two would be installed and the third could be rotated in at a later date.

Mr. Gural spoke about the proposal presented by ERI to prepare the design for the landscaping for the intersections. Mr. Gural explained the proposal and indicated the cost was \$3,750.00, he noted it could be done by resolution tonight or will be on next month's agenda for consideration.

Mr. Gural explained the Temple Blvd. TAP grant requirements, and noted the some specific requirements that are needed to obtain that Federal money. Mr. Gural stated this grant will require some additional training and research of various things and noted it will cost to comply with the program. Mr. Gural stated ERI has presented a proposal to handle the administrative portion of the grant in the amount of \$16,000.00, which he felt was well worth the cost to comply correctly with the program.

Ms. Weiner indicated she felt it was too much money to spend to complete the project of 6 intersections or 12 planting beds. She noted not the price to lay out the design but where is it going after that with bids, etc. Mr. Gural indicated we will not bid this project, we will accept quotes and will have a base line to work with. Ms. Weiner indicated we should do a bed or two but she was not prepared to spend 20 or 30 thousand dollars to complete this project. Mr. Allmond indicated we can get the plan for what we need and then get the quotes and determine how we wanted to proceed from there. President Howard stated we must have a scope of work, that's what will get us in the game and start us in a direction. Mrs. Russell indicated there is so much more than just the intersections that need to be done. Mr. Kirchner stated when the quotes are solicited they can be broken down by intersection so council can decide how much or little they wish to take on at a time. Mrs. Tait noted the complete design is necessary now and a decision can be made at a later date regarding the progress of the project. There was some additional discussion and suggestion were made to hire more people for public works next year. Mayor Arnold asked if it was possible to share the cost with another municipality. Mr. Gural indicated he was not sure how that could be handled. There was some additional discussion regarding staffing and Mayor indicated she proposed we move forward with both the proposals as presented.

Mayor Arnold asked for a motion to approve Resolutions 2019-190, Resolution Authorizing the contract award to Environmental Resolutions Inc. for Intersection Landscaping Restoration and Design in an amount not to exceed \$3,750.00 per the proposal presented July 29th, 2019. Mrs. Russell made a motion to approve Resolutions 2019-190 as stated. President Howard seconded the motion.

At the call of the roll, the vote was:

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

NAYES: None

Resolution 2019-190 was approved.

Mayor Arnold asked for a motion to approve Resolutions 2019-191, Resolution Authorizing the contract award to Environmental Resolutions Inc. for Temple Boulevard TAP Grant Administrative services in the amount not to exceed \$16,000.00 per proposal presented July 25th, 2019. Mrs. Russell made a motion to approve Resolutions 2019-191 as stated. Mrs. Tait seconded the motion.

At the call of the roll, the vote was:

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

NAYES: None

Resolution 2019-191 was approved.

PUBLIC PORTION

Mayor Arnold then asked for a motion to open the Public Portion. Mrs. Russell made a motion to open the public portion for comments. President Howard second the motion.

All members present voted in favor of the motion

Mr. Papaioanni — Cinnaminson Avenue — Mr. Papaioanni inquired what is going on or what are the proposals regarding parking in the 500 block of Cinnaminson Avenue. Ms. Weiner indicated council has had requests to look at the hours and time limits of parking on Cinnaminson Avenue and Broad Street. Ms. Weiner indicated there are time limits on the first block of Cinnaminson Avenue so they were looking at removing the time restrictions on that block. Mr. Papaioanni stated the thought of spending \$40,000.00 for landscaping needs to be reevaluated. Mr. Allmond noted it's not \$40,000.00 for the plan or the quotes and we have not nor are going to bid anything. Mr. Allmond noted this is just for a design and it's for \$3,750.00.

Mrs. Jones – 5th street – Ms. Jones explained what the senior program has done and their plans for moving forward. She explained how the donation requested would be utilized. Mrs. Marva explained they have custodians to help with the set up and break down of tables and chairs and also help with the clean-up after events. Mrs. Jones indicated they serve lunch on the 1st and 3rd Wednesday of every month. Mrs. Jones indicated they have over 115 members and are looking forward to an exciting year ahead, she noted they are doing things a little different than in the past but feels they have a good program.

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

All members present voted in favor of the motion.

RESOLUTIONS Consent Agenda

Mayor Arnold indicated Resolution **2019-183** to Resolution **2019-188** 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. Mayor asked if any resolutions needed to be removed from the consent agenda.

Council had none.

RESOLUTIONS Consent Agenda

Resolution **2019-183** to Resolution **2019-188** 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 2019-183, Resolution Authorizing the Cancellation of Taxes for a Totally Disabled Veteran, John M Philbin located at 702 Walnut Street Block 36 Lot 13 Partial Tax Year Beginning June 1st, 2019 and Thereafter and Refunding Taxes Paid

Resolution 2019-184, Resolution Authorizing Final Payment for Grove Park Improvement Project and Authorizing Submission to the County of Burlington the documents necessary to receive final Reimbursement of Grant Funds

Resolution 2019-185, Resolution Appointing Danielle Lippincott as Alternate Registrar for the Borough of Palmyra

Resolution 2019-186, Authorizing purchase of a capital item exceeding \$15,000.00; three refrigerated samplers and appurtenances for Sewer Department from Hartco Environmental, LLC totaling \$16,590.00

Resolution 2019-187, Resolution to Cancel Taxes on Borough Owned Properties

Resolution 2019-188, Resolution authorizing payment to Denise Leflore for damages to fence at 600 W. Fourth St due to fallen Borough tree in the amount of \$1,028.93.

Mayor Arnold asked for a motion to approve the consent agenda Resolutions 2019-183 thru Resolution 2019-188. Mrs. Russell made a motion to approve Resolutions 2019-183 thru Resolution 2019-188. President Howard seconded the motion.

At the call of the roll, the vote was:

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

NAYES: None

Resolution 2019-183 thru Resolution 2019-188 were approved

COMMUNITY SPOTLIGHT

Mayor Arnold noted the following events:

Chief Pearlman indicated they graduated the largest Youth Academy that they have ever had on Friday August 2nd.2019, they had a great time and the children learned a lot about law enforcement.

Mayor Arnold noted the Police Department's Citizens Police Academy will begin on Wednesdays 9/18th and end around the 13th of November.

Ms. Weiner noted the PCCPB held its Spotlighters Showcase Performance at the Community Center last week.

PUBLIC REMINDERS

Mayor Arnold stated the public reminders has bloomed into a weekly posting on our website called.....Did You Know..... Mr. Gural indicated this week's segment is about what should and shouldn't be put into the sewer system. Mrs. Russell made a suggestion for next week, information regarding standing water and mosquitos.

DISCUSSION ITEMS

NEW Business

Ms. Weiner indicated the Farmers Market had three new vendors this week. Ms. Weiner indicated that the Farmers Market is done at the end of August but are considering holding one the third week of September and possibly the third week in October weather permitting. President Howard indicated we had some rain outs however the Hit Replacementz did come last week and "Friends Band" will be

playing tomorrow for National Night Out. President Howard indicated we have worked thru the kinks and are looking forward to the upcoming concerts remaining. President Howard asked if the Band shell could be power washed or painted. Mr. Gural indicated it was something they wanted to do but it is hard working around all the scheduled events during the summer. President Howard and Mr. Gural indicated they would come up with a plan. Mayor Arnold indicated the dedication of the Chief Payton I Flournoy, Sr. Park is going to be held September 7th, 2019, 11:00 am. Mayor Arnold passed out the program for the dedication. Mrs. Tait asked if everyone would have a part to help with the program. Mayor Arnold went over the program in detail. Mayor Arnold stated after the dedication in the park we will be going to the community center to for light refreshments. Mayor Arnold noted there will be a sign-in sheet and some memorabilia for signing and sharing. Ms. Flournoy noted when her father retired someone did a sketch for him which people signed and they were thinking along the same line with a badge instead of the portrait. Ms. Flournoy indicated what they have is about 3 ft. by 2 ft. Ms. Flournoy also noted that because many of those attending will be older and can't stand for extended periods of time, they were hoping if someone had something they wanted to say that was not on the program, if a microphone was available they could share their memories and or thoughts with all in the community center. Mrs. Tait asked what types of refreshments they were thinking of, could they come from local businesses. Mayor Arnold stated they were looking at water, ice tea, lemonade, vegetable tray, and fruit tray. Ms. Flournoy indicated cookies would be ok. There was additional discussion regarding table covers colors, easels, etc. Mrs. Tait indicated she would take care of the food, Ms. Weiner indicated she would take care of the drinks and getting the community center set-up, Chief Pearlman noted he would send a copy of the badge to a sign company to have it done. Ms. Flournoy indicated she and some of the family wanted to know if they could get in on Friday night and set up the community center. Mayor Arnold noted that they could get into the community center after 7:15 on Friday 9/6/2019 to set-up for Saturday. President Howard asked if a plaque was going to be mounted on the bandshell or somewhere else in the park. Mayor Arnold indicated she had requested a quote from Fast Signs and she wanted to know if President Howard and Mr. Allmond would help with getting that together. Mrs. Russell and Ms. Weiner indicated they had thought of having a banner to hang across the bandshell for that day. Ms. Weiner indicated it would cost about \$95.00 and would hang across the top. President Howard noted it would be nice if his picture was included. Mrs. Russell indicated there are a number of dignitaries that would like to be there, but have no knowledge of the event. Mayor Arnold indicated she has invited a number of people and is working on the invitation currently, she asked Mrs. Russell if she would like to work on that listing with her. Mrs. Russell indicated she would. Ms. Flournoy indicated she would like the program to be short and sweet outside and some chairs would be needed, as many attending are elderly. Ms. Flournoy asked if she could have a list of the pavers that have been purchased so that she can contact those who haven't. Mrs. Russell indicated we do not have a rain date for the dedication, Mayor Arnold noted if it rains we will stay in the center as so many people are traveling. Mayor Arnold indicated the Town Wide Yard Sale will be held on September 14th, 2019. Ms. Weiner noted the advertisement in the newspaper is very expensive and suggested we not place an ad in the paper just use our website and social media. There was some discussion and council decided to not place an ad.

Mayor Arnold noted National Night Out is August 6th, 2019 from 6:00 to 9:00 pm at Boro Hall and Friends Band will be performing along with a shredding event, games for the kids, giving away backpacks, the Police department etc. Mrs. Tait indicated there is no rain date.

Mayor Arnold stated the PCCPB & Green Team joint Rain Barrel make and take event is August 7th, 2019, 7:00 pm

Mr. Allmond indicated the new Borough Newsletter is in you packet. Mr. Gural indicated he had added a new tab to the newsletter page which would allow anyone the ability to go back and look at previous issues of the Borough Newsletter. Ms. Weiner noted the change of the name of the marketplace on the website to the local business directory.

Chief Pearlman indicated this proposed ordinance change to Chapter 195 Peace & Good Order will assist the department in making certain arrests relating to shoplifting. Mr. Gural asked the Chief to coordinate with Mr. Rosenberg to put together the ordinance for introduction.

Mr. Gural noted Mrs. Russell asked if this could be placed on the agenda. Mr. Gural indicated Moorestown recently adopted a new law which provided for the consumption/possession of alcoholic beverages in public spaces. Mrs. Russell indicated it allows for a special permit to be issued for special events.

Mr. Gural stated the 2019 ICMA Annual Conference will be held in Nashville, TN October 19th-23rd.

Mr. Gural indicated he would rather attend the Brownfield Conference in LA in December and if approved for the Brownfield Conference he would not attend the ICMA conference. Mr. Gural strongly urged all to consider attending the Brownfield Redevelopment Conference in December. Mr. Gural indicated we can discuss it again at the next meeting.

Mr. Gural indicated the New Jersey's Forest Action Plan survey is being completed by the Shade Tree Committee. Mrs. Russell indicated they would be meeting tomorrow.

Mr. Gural indicated he received the donation request for the Palmyra Senior Citizens program for \$6000, he noted all the necessary paperwork has been received and approval is needed to process the request.

Mayor Arnold asked for a motion to approve the donation request. Ms. Weiner made a motion to approve the donation request for the Senior Program in the amount of \$6,000.00. Mrs. Russell second the motion.

At the call of the roll, the vote was:

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

NAYES: None

Old Business

Mr. Gural indicated the Broad Street light pole banners have been order and will be installed in the next two weeks.

Mayor Arnold indicated the engraver should be out one day next week to get the paver engraving started for Chief Payton I. Flournoy, Sr. Park.

Mayor Arnold indicted she is meeting with Tony's Barber Shop to go over the names of the businesses and still gathering information from some of the businesses.

Ms. Weiner indicated she met with Mr. Gural and Chief Pearlman to get a better idea of the downtown parking and parking lot situation. Ms. Weiner indicated there are multiple chapters and multiple

schedules which need to be addressed. Ms. Weiner indicated to address it as a whole would be overwhelming so they decided to concentrate on chapter 90.6 which addresses time limits. Ms. Weiner indicated the entire situation will get addressed eventually. Ms. Weiner indicated they were looking at changing the hours on Broad Street and Cinnaminson Avenue and would include a location for permitted parking for employees. Ms. Weiner indicated they uncovered another issues regarding the parking on the 500 and 600 blocks of Little Broad and Broad Street which the committee is looking to include. Ms. Weiner indicated they sent letters to the 500 block of Cinnaminson Avenue regarding the parking and are looking to make some changes there also. Ms. Weiner indicated they will be rewriting the chapter making the proposed changes. Ms. Weiner indicated the ordinance can be written in house and they will have something for council at the next meeting for review and question and can proceed from there.

Mr. Gural indicated the electrical issues on the Band Shell have been resolved.

Mr. Gural indicated the committee met regarding the proposed merit increases and will have recommendation for the next meeting.

Mrs. Russell indicated the sign ordinance committee will be meeting with Tracy on Wednesday and will have something for next meeting.

Mr. Gural indicated that the JIF committee recommended that the bat boxes not be installed on Borough property. Mrs. Russell indicated one has found a location already and another is still looking for a location.

Mr. Gural reminded all planning to attend the NJLM Conference in Atlantic City on November 19-21st, 2019 need to let Ms. Jackson know so arrangements can be made.

Mr. Gural noted the active shooter response training was had by all borough staff and included here was some information received from the training session for council review.

ADMINISTRATOR'S REPORT

Mr. Gural indicated the Community Center laptops are in use. Mrs. Tait indicated she held a Naviance Training session in the community center for some parents and everything was great. The procedure for handing the check in and out was very good.

Mr. Gural indicated the tax bills are out and the grace period has been extended to August 26th, 2019.

Mr. Gural stated time trak our time management system is in need of an upgrade. We are moving to a cloud-based system and buying one new unit. The cost for the new unit is \$16,500.00 which works with finger as well as facial recognition. Mr. Gural indicated the new software maintenance is about 15,000.00 a year. Mr. Gural indicted the new system will also allow them to log in from a computer or phone.

Mr. Gural indicted Mr. Allmond went on every municipal website in the county and he believes we have the most transparent website in the county when it comes to elected officials and we have far more information than any other in the county.

Mr. Gural indicted the Knights of Columbus will be going before the Zoning Broad for permission to convert that building into six apartments.

Mr. Gural indicated the Liquor license on Broad Street is pending sale with the potential relocation of the store.

Mr. Gural indicated he was misquoted by the Burlington County Times Newspaper regarding a medical marijuana dispensary. Mr. Gural noted we received requests from three businesses which wished to pursue medical marijuana dispensaries in the Borough, we did not sign any paper work or offer any letters of support.

Mr. Gural indicated the playground inspections have been completed and repairs where need will be taken care of immediately.

Mr. Gural indicated the 2020 Census information has been placed on the website.

Mr. Gural noted an invoice which is up charging us due to the tariffs placed on goods made in China imposed by the President of the United States. Mr. Gural indicated we as taxpayers have to pay that.

Ms. Weiner asked Mr. Gural if he had heard from Habitat for Humanity regarding the "Rock the Block" program. Mr. Gural indicated he had not.

Mayor Arnold then asked for a motion to open the 2nd Public Portion. Mrs. Russell made a motion to open the public portion for comments. Mrs. Tait second the motion.

All members present voted in favor of the motion

No one from the public wishing to be heard, Mrs. Russell made a motion to close the public portion, President Howard seconded the motion.

All members present voted in favor of the motion

Mayor Arnold inquired of Mr. Gural and Mr. Rosenberg if there was anything which needed to be discussed in closed session. Mr. Rosenberg and Mr. Gural indicated no.

Mayor Arnold asked for a motion to adjourn. Mrs. Russell made a motion to adjourn the meeting, President Howard seconded the motion.

All members present voted in favor on the motion.

Meeting adjourned at 9.16 PM

Respectfully Submitted,

Doretha R Jackson

Doretha R Jackson, RMC

Municipal Clerk