

Borough of Palmyra
Council Caucus Meeting Minutes
Monday August 3rd, 2020

The Regular Council Meeting of the Borough Council of the Borough of Palmyra was called to order by Mayor Tait at 6:32 PM

ROLL CALL

At the call of the roll:

PRESENT: Brandon Allmond, Laura Cloud, Farrah Jenkins, Bernadette Russell, President Timothy Howard, Mayor Gina Ragomo Tait

ABSENT: Michelle McCann

The pledge of Allegiance was recited.

OPEN PUBLIC MEETINGS STATEMENT

Mayor Tait read the following into the record:

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Borough of Palmyra does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the meeting of the Mayor and Council will be a Virtual Council Meeting. Members of the public are invited to “attend” the Virtual Council Meeting but all members of the public participating in the meeting may be muted and their video image disabled. Notice of this meeting was published in the Burlington County Times on January 9th, 2020 and notification was sent to the Burlington County Times on July 27th, 2020. Notice was posted on the Municipal Door, Official Bulletin Board and the Borough of Palmyra Website and electronic signs on July 27th, 2020 and notice was given to all Council Members.

APPROVAL OF MINUTES

Mayor Tait requested a motion for approval of the, July 20th, 2020 Regular Council Meeting Minutes and July 20th, 2020 Executive Session Meeting Minutes.

Mrs. Russell made a motion to approve the minutes from the, July 20th, 2020 Regular Council Meeting Minutes and July 20th, 2020 Executive Session Meeting Minutes. President Howard second the motion.

At the call of the roll the vote was:

INFAVOR: Mr. Allmond, Dr. Cloud, Mrs. Jenkins, Mrs. Russell, President Howard

AGAINST: None

Motion Carried

CORRESPONDENCE

Municipal Clerk, Ms. Jackson acknowledged the following correspondence received:

Thank-You Note received from Kaya Robinson

Thank-you email received from Lori Genstein of PURRsonal Space Cat Lounge and

A card received from the Islamic Center of South Jersey

REDEVELOPMENT

Rt. 73 South Redevelopment Area- Update

Mr. Gural indicated they have been working on the redevelopment agreement and have responded to the redeveloper regarding the environmental issues. Mr. Gural stated the conditional redevelopment agreement will expire this month and would like to add another resolution to the agenda extending the conditional redevelopment agreement for an additional sixty days.

Outlaw Training & Fitness/620-622 Highland Ave Redevelopment Project – Update

Mr. Gural indicated there was no additional information to report currently. Mr. Gural stated we are waiting for the court to open and determine the valuation of the property.

Redevelopment Study Block 80 Lot 6, former Knights of Columbus property

Mr. Gural indicated the Land Use Board authorized Mr. Brewer to prepare a resolution to adopt the redevelopment plan for Block 80 Lot 6 and at the next Land use Board meeting they will be adopting that plan as prepared by Mr. Brewer and Mr. Gerken.

PROFESSIONAL UPDATES

William Kirchner indicated he had a lot to cover and would break it up in sections.

Temple Blvd Project

- A. Non-Federal TAP Grants portion, reconstruction of Temple Blvd from Cinnaminson Avenue to Souder Street not including Firth Lane and Firth intersection for \$510,000.00. This has DOT approval and will be going out to bid next week with a return around mid-September to be awarded at the September 21st, 2020 meeting. Mr. Kirchner indicated we may be looking at fall construction.
- B. Federal TAP Grant portion, construction of Temple Blvd and Firth Lane intersection with the underground storm water storage and rain garden, has been submitted to the federal authority for review and approved and we are waiting for their remarks. Mr. Kirchner indicated that construction would most likely be sometime next year.
- C. Capital sewer funding of the construction of the storm water basin at sewer plant Mr. Kirchner indicated we are looking to bid this fall once federal permit is obtained.

5th Street and Race Street Project

Mr. Kirchner stated this is 5th Street from Delaware Avenue to Arch Street with DOT funding in the amount of \$250,000.00. He indicated the design portion is complete and is awaiting DOT review. Mr. Kirchner noted he would like to bid this project this winter for the summer of next year completion.

New Jersey American Water Company-2019 partnership

Mr. Kirchner stated the 2019 road improvement project which covers Maryland, Virginia, Oregon Avenues, Leconey Circle, Walnut and Pear Streets; the design phase is 70% complete and should be completed by month's end. Mr. Kirchner indicated it would be bid, with responses due back around the same time as Temple Blvd. project, so it can also be awarded at the September 21st, 2020 meeting.

New Jersey Avenue- Pump Station Elimination Project

Mr. Kirchner stated the project is underway and should take about two months. Mr. Kirchner noted the project should be complete by October weather permitting. Mr. Kirchner indicated the road restoration portion should be bid during the winter and the reconstructing of the road in March or April so we have time to determine if there are any settlement issues to fix before the new road is paved.

Morgan Avenue Complaint

Mr. Kirchner indicated Morgan Avenue is the only concrete road in town and appears, as with concrete roads, to be in poor condition although it is not the worst road in town. Mr. Kirchner indicated after some discussion with Mr. McGill regarding the sewer repair at Spring Garden Street and Wallace on Morgan Avenue, he would rather than reconstruct the entire road, do mud jacking, a process which puts sand in under the slab and essentially lifts the concrete slab back to the original position. Mr. Kirchner indicated he would have a price for that shortly and he and Mr. Gural would report back to the governing body.

Broad Street and Morgan Avenue Repair

Mr. Kirchner indicated there was an issue with the corner inlet where an unknown truck crushed the inlet, so water had no place to drain. Mr. Kirchner stated he worked with Neri's, our on-call contractor to repair the inlet, at the cost of about \$5,800.00.

Sewer Capital

Mr. Kirchner indicated the following are the capital improvement projects to the sewer plant which were included in the sewer capital ordinance for funding;

- A. Mr. Kirchner stated the need to repair/replace the 3-way valves on the sewer tanks, noting four valves need to be replaced or repaired. Mr. Kirchner stated the underground portion of the project is \$25,000.00 and the above ground portion is \$92,540.00.
- B. Mr. Kirchner indicated the need to install the overflow valve on the EQ tank, the underground portion is \$6,700.00 and the above ground portion is \$24,626.00.
- C. Mr. Kirchner indicated the need to replace the air valves on Plant B. He noted there were seventeen valves on the top that need to be replaced and the cost is \$36,244.00, which is consistent with what we paid to do Plant A last year.

PUBLIC COMMENT

We request those participants wishing to have or make a Public comment, email their questions or comments in advance to Borough Clerk Rita Jackson at djackson@boroughofpalmyra.com. The opportunity to submit comments prior to meeting expires at 12:00 PM on Monday August 3rd, 2020.

All comments will become part of the record and included with the Meeting Minutes.

Mayor Tait 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. Motion Carried

Mayor Tait asked if any comments were received before the meeting.

Municipal Clerk, Ms. Jackson indicated no comments were received prior to the meeting.

Mayor Tait asked if there were any additional comments from those present.

No one else from the public wishing to be heard, Mayor Tait asked for a motion to close the Public Portion. President Howard made a motion to close the public portion, Mrs. Russell second the motion.

All members present voted in favor of the motion. Motion Carried

RESOLUTIONS

Resolution **2020-163** and Resolution **2020-168** will be enacted as a single motion, if either resolution needs additional discussion it will be removed from the consent agenda and voted on separately. Mayor Tait asked if anything needed to be removed. Mrs. Russell requested Resolution 2020-164 be removed for additional discussion. Mayor Tait read the following resolutions into the record:

Resolution **2020-163** and Resolution **2020-165** to Resolution **2020-168** will be enacted as a single motion, if either resolution needs additional discussion it will be removed from the consent agenda and voted on separately.

Resolution 2020-163, Resolution Authorizing the Tax Collector to Transfer the \$2,000.00 Premium Due to Foreclosure to the Borough of Palmyra Current Fund Account for Certificate #16-00051

Resolution 2020-165, Resolution Appointing Tanyika Johns as Tax Search Officer for the Borough of Palmyra

Resolution 2020-166, Resolution Appointing Doretha Jackson as Burlington County Joint Insurance Fund Alternate Fund Commissioner

Resolution 2020-167, Resolution Authorizing Shared Services Agreement with Board of Chosen Freeholders of the County of Burlington regarding Central Communications/911 Calls for 5-year term to expire July 31st, 2025.

Resolution 2020-168, Resolution Authoring the Extension of Amendment to Conditional Redeveloper Designation and Interim Cost agreement with Stock Development Group, Inc. for an additional 60 days Pursuant to the Local Redevelopment and Housing Law N.J.S.A. 40A:12A-1ET. Seq to October 12th, 2020

Mayor Tait requested a motion to approve Resolution 2020-163 and Resolutions 2020-165 thru 2020-168. Mrs. Russell made a motion to approve Resolutions 2020-163 and Resolutions 2020-165 thru 2020-168. President Howard seconded the motion.

At the call of the roll, the vote was:

INFAVOR: Mr. Allmond, Dr. Cloud, Mrs. Jenkins, Mrs. Russell, President Howard

AGAINST: None

Motion Carried, Resolution 2020-163 and Resolutions 2020-165 thru 2020-168 were approved.

Mayor Tait then returned to Resolution 2020-164, Resolution Authorizing the Appointment of Kim M Whelan and Jennifer G Edwards of Acacia Financial Group, Inc. as Financial Consultant for the Borough of Palmyra. Ms. Russell asked why them and not the others. Mr. Gural indicated we have utilized this company in the past and their proposal was more compressive than others submitted.

Mayor Tait requested a motion to approve Resolution 2020-164. Mrs. Russell made a motion to approve Resolution 2020-164. President Howard seconded the motion.

At the call of the roll, the vote was:

INFAVOR: Mr. Allmond, Dr. Cloud, Mrs. Jenkins, Mrs. Russell, President Howard

AGAINST: None

Motion Carried, Resolution 2020-164 was approved.

PUBLIC EVENTS

Mayor Tait stated the Police Department will be hosting the Kona Shaved Ice Summer Treat Day for K-12 students on August 4th, 2020 at the following times:

(12:00 – 12:45pm at Legion Field parking lot at Broad St. & Park Ave.)

(1:00 – 1:45pm in the rear parking lot of Borough Hall/Police Station.)

DISCUSSION ITEMS

Mr. Gural stated the renovations have been completed in the building and we are waiting for some locks to be installed. Mr. Gural indicated we have had the worst week yet with reporting positive COVID-19 cases in the Borough also noting that Burlington County is emerging as a hot spot in the State. Mr. Gural indicated we are waiting to see where things are going in the State before we open the building to the public. Mayor Tait noted, the current number of positive cases in Palmyra, are 66 with 3 deaths.

Mr. Gural indicated he had nothing to report in open session regarding the Collective Bargaining Agreement with Palmyra Police Association and noted that negotiations would be scheduled for early to mid-September.

Mr. Gural indicated Ms. Condo our CFO is continuing to send bills to former mayor Michelle Arnold regarding advance travel funds owed the Borough but has had no response regarding those billings.

Mr. Gural indicated he spoke with Mrs. Kilmer and noting we are waiting to hear from back from the two establishments with some additional information for their Outdoor seating applications. Mr. Gural indicated we have not heard from any other establishments regarding the outdoor seating.

Mr. Gural indicated we acquired a Volunteer Accident Policy which covers anyone volunteering with Borough sponsored events in the event someone was to get hurt, he noted the policy is up for renewal in September at the cost of \$400.00 and suggested the governing body renew the policy. Mr. Gural noted the two requirements of the policy - anyone on Borough Council wishing to work with student volunteers during our events are required to have the background checks/finger prints done by the State Police and student volunteers are required to complete permission slips to participate. Mr.

Allmond asked how often that needed to be completed. Mr. Gural indicated its one time during your term.

Mr. Gural indicated Mr. Lunemann would be speaking about 300 Arch Street property complaints and giving code enforcement updates. Mr. Lunemann stated he had spoken with the owner of the 300 Arch Street property and he had closed the open permit on the property but did not inform him that he had moved back into the property. Mr. Lunemann indicated the property was posted as unsafe and that the boards needed to be removed. Mr. Lunemann indicated the boards were removed within 24 hours of the posting and noted the property is almost completely abated. Mr. Lunemann noted he had also been noticed to also remove the trash and vehicles in the yard which he is in the process on doing. Mr. Lunemann indicated in regarding to code enforcement he instead of sending violations he had been sending notices of things which needed to be abated. Mr. Lunemann indicated he is back to sending notices which will become violations, specifically noting basketball courts needing to be removed from the street and brush and bulk trash being placed at the curbs at inappropriate times. Mr. Lunemann also noted the backup with bulk trash due to Republic Trash Company not picking up on their scheduled dates. Mr. Lunemann indicated he would like to put together a notice to be placed on the website explaining to people the difference between a notice and a violation. Mrs. Jenkins noted the importance of people taking care of their properties and of Mr. Lunemann doing his job noticing people who don't. There was some additional discussion regarding the dates abatements need to be completed. Mr. Lunemann indicated the State has a minimum of 10 days to allow a property owner the time to abate a notice before violations can be issued. Dr. Cloud noted it might be helpful to provide information regarding the most common violations on the website and to let people know we are enforcing property violations. Mrs. Russell asked Mr. Gural if it could be included into his "Did you Know" section on the website. Mr. Gural indicated he would work on the "Did you Know" for the website and repost some of the old ones.

Mr. McGill thanked the public for letting him know about the Promenade and asked all to call him when they see problems which need to be addressed. Mr. McGill stated that Public Works is checking the parks on a daily basis Monday thru Friday. Mr. McGill indicated they are watering and keeping the intersections landscaping weeded. Mayor Tait thanked Public works for moving and putting back the signs for the seniors in Payton I Flournoy Park when they cut the grass. Mr. McGill noted we are currently inundated with the spotted lantern flies. There was some additional discussion regarding reporting of sightings of the spotted lantern fly. Mrs. Jenkins inquired about various trees that are dying and in need of removal. Mrs. Russell explained the process of reporting tree complaints and how they are handled. Mr. McGill stated three new dog waste stations will be installed in various locations around the park and in front of the Borough Hall. Mr. McGill indicated the dog park was sprayed for weeds before COVID-19 hit and they will be spraying it again. Mr. McGill indicated a basketball backboard needs to be replaced at Legion field, they thought of repairing it but after speaking with Mr. Kirchner felt due to safety issues it was better to replace it. Mr. McGill noted the net is back on the one backboard, so essentially currently it is a half court until the other backboard is replaced. Mr. McGill also noted the Veterans only parking signs were installed at the tennis courts, in front of Anthony Jewelers and at Chestnut Street and Little Broad Street. Mr. Allmond asked if the Veterans Outreach Letter could be sent with the sewer bills so that the Veterans Committee can begin to establish a communication list for various Veterans within our community. Borough Council agreed. Mr. Allmond thanked public works for getting the parking signs installed.

ADMINISTRATORS REPORT

Mr. Gural stated Mr. Rosenberg included in your packet's information and a guide of how we should proceed with the sale of the various Borough-owned lots being requested for purchase. Mr. Gural indicated we will determine the value and follow the guidelines Mr. Rosenberg included.

Mr. Gural indicated Mr. Rosenberg was talking with PSE&G regarding the special Franchise Tax. Mr. Rosenberg indicated he has reached out to the representative of PSE&G regarding the Special Franchise Tax and is waiting for their reply.

Mr. Gural noted the Small Cities CDBG grant we were awarded for the ADA improvements in the Harbour we unfortunately had to decline as the Harbour is private property which we do not own and therefore those funds cannot be used on that project.

Mr. Rosenberg noted the property at 210 Arch Street, an under sized property acquired during tax sale foreclose, which we authorized by ordinance to sell to New Jersey Mortgage Company for the amount of \$24,850.00, he would have the deed for signing soon.

MAYOR AND COUNCIL COMMENTS

Mrs. Russell- no comment

Dr. Cloud reminded everyone to take in their outdoor umbrellas as the storm is approaching.

Mrs. Jenkins – no comment

Mr. Allmond thanked public works for putting up the Veterans Only parking signs and thanked council for allowing the letters to be sent with the sewer bills

President Howard thanked Mr. Lunemann and Mr. McGill for their reports. President Howard reminded everyone that tomorrow is trash day, so be aware that trash carts will be out on the streets and there may be delays with the trash collection due to the storm. Mr. Gural indicated if necessary, they will open public works all day on Saturday. President Howard thanked the police and fire departments for helping to celebrate Mrs. Edna Webb's 101st Birthday, noting she was surprised and so thankful.

Mayor Tait reminded everyone not to drive thru standing water, turn around. Mayor Tait indicated she wanted to talk about how wonderful this town is. Mayor Tait noted there were over one hundred cars passing by Ms. Webb's home to wish her a Happy Birthday. Mayor Tait noted a child was injured while riding their bike in town and the brake handle actually imbedded into the child leg. Mr. Bill from Bill's Bicycles came to the scene and disassembled the brakes to keep the ambulance from having to take the entire bike with her to the hospital. Mayor Tait indicated Patrolman Hubel performed CPR on the individual until the EMTS arrived, most likely saving her life. Mayor Tait asked everyone who has not completed their 2020 Censes to please complete it. Mayor Tait inquired about the New Resident packets. Mrs. Russell stated she would check her notes and get back to her. Mrs. Russell indicated she felt it should also be included on the website. Mayor Tait asked all to stay safe, to wear masks and practice social distancing.

Mayor Tait asked Mr. Gural and Mr. Rosenberg if there were items for closed session. Mr. Gural indicated no.

ADJOURNMENT

Mayor Tait asked for a motion to adjourn.

Mrs. Russell made a motion to adjourn the meeting. President Howard second the motion.

All voted in favor of the motion. Motion Carried

Meeting adjourned at 8:13 PM

Respectfully Submitted,

Doretha R Jackson, RMC

Municipal Clerk