

Borough of Palmyra
Council Caucus Meeting, 6:30 PM
Monday October 5th, 2020

The Council Caucus 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, Michelle McCann, Bernadette Russell, President Timothy Howard, Mayor Gina Ragomo Tait

ABSENT: None

The pledge of Allegiance was recited.

OPEN PUBLIC MEETINGS STATEMENT

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 October 1, 2020. Notice was posted on the Municipal Door, Official Bulletin Board and the Borough of Palmyra Website and electronic signs on September 25th, 2020 and notice was given to all Council Members.

APPROVAL OF MINUTES

Mayor Tait requested a motion for approval of the September 21st, 2020 Regular Council Meeting Minutes.

Mrs. Russell made a motion to approve the minutes from the, September 21st, 2020 Regular Council Meeting Minutes. President Howard second the motion.

At the call of the roll the vote was:

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

AGAINST: None

CORRESPONDENCE

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

Letter of Resignation- Land Use Board – Mindie Weiner

Letter of Resignation- Land Use Board – Bryan Norcross

REDEVELOPMENT

Rt. 73 South Redevelopment Area- Update

Mr. Gural indicated the discussions were ongoing with Fair Share Housing regarding the affordable housing in the redevelopment area noting another meeting is scheduled for this upcoming Thursday. Mr. Gural stated the redeveloper's engineering team has submitted the subdivision, site plans and affordable housing site plans for the governing bodies consideration and approval for the redeveloper to submit them to the Land Use Board for review. Mr. Gural stated that if approved by resolution of the governing body then that plans will be submitted to the Land Use Board in the coming days and the hearing could be scheduled for the November Land Use Board meeting. Mayor Tait asked if anyone from the governing body had questions. Dr. Cloud asked where the connection between the redevelopment area and the existing Nature Cove ends and begins. Mr. Gural explained noting the various pages of the plans submitted. There was some additional discussion regarding phases on construction and various plan pages. Dr. Cloud asked if the outside amenities for the affordable housing was for a single location. Mr. Stock indicated the outside amenities include a terrace area and an adjacent tot lot, noting a community center and fitness center inside one of the five buildings. He explained they would be adjacent to one another to make the area open and free flowing. There was some additional discussion regarding land boundaries and ownership of properties in the Nature Cove area.

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

Mr. Brewer indicated we received the valuation of the property from the commissioners, which they determined to be \$225,000.00. Mr. Brewer indicated that either party can appeal that decision to superior court. Mr. Brewer indicated that an hour before the meeting he received notice that the attorney for Active Realty had appealed that decision. Mr. Brewer indicated that we will be going to trial on that decision. Mr. Allmond asked if Outlaw Fitness could begin working on the building. Mr. Brewer indicated yes. Mayor Tait asked how long it would be before we went to trial. Mr. Brewer indicated it could be six months to a year.

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

Mr. Gural stated as a courtesy to the current owner, who did not see the previous notifications that were issued; we will be rehearing the Redevelopment Study for Block 80 Lot 6 at the October Land Use Board meeting.

There was additional discussion regarding the walking trails and limits of disturbance and the boundaries of the redevelopment area. Mr. Stock explained some of the diagrams. Dr. Cloud indicated she would like to see the acreage of improvements plan set before it is submitted to the Land Use Board. Mayor Tait asked if that was something the Land Use Board would correct. Mr. Gural indicated it could certainly be a condition of approval. There was some additional discussion, and Mayor Tait asked for a motion to approve **Resolution 2020-200**, Resolution Authorizing the Urban Renewal Entity, LLC to submit site plan and subdivision application to the Palmyra Land Use Board. Mrs. Russell made a motion to approve Resolution 2020-200. Dr. Cloud seconded the motion.

At the call of the roll, the vote was:

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

AGAINST: None

PROFESSIONAL UPDATES

William Kirchner, ERI

William Kirchner indicated there are two resolutions on the agenda tonight regarding proposals for annual contracts for the Borough, they relate to the HVAC preventative maintenance and on call general contracting contracts.

Mr. Kirchner indicated the three paving projects which were awarded at the last meeting, all contracts have been sent to the contractor, bonds are due back tomorrow, contracts will be forwarded to Mr. Rosenberg by Wednesday for his review and we are looking at next week for the preconstruction meeting.

PUBLIC COMMENT

We requested 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 expired at 12:00 PM on Monday October 5th, 2020.

All comments submitted 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 the following comments were received:

Mrs. Fort- Elm Avenue

Good morning. I live on the 200 block of Elm Avenue, on the Riverton side of the street. I have noticed a significant increase in traffic over the past year from Temple Boulevard to our street, particularly PA license plates. It seems Google maps directs people from the Tacony Bridge to take that route. I'd like to thank the Palmyra Police Department for putting up the sign at Broad and Elm

that reminds people that trucks are prohibited on Elm Avenue. I hope that will be a deterrent to people using this neighborhood street as a through-way.

Ms. Veitenheimer – Rowland Street

Re: Town Wide Yard Sale

I want to express my dismay on the total waste of taxpayer money to keep Public Works open until 5:00 pm on Saturday, October 3rd for the Townwide Yard Sale. Being that bulk pickup was scheduled for Monday, October 5th, there was no reason to pay worker(s) five hours of additional overtime. I can't imagine anyone wanting to load the things they didn't sell into their car and schlep it up to Public Works when they could more easily just put it out to the curb for bulk pickup. In the future, the Townwide Yard Sale should always be scheduled to coincide with bulk pickup.

I am unable to attend tonight's and future meetings due to my work schedule. Could I please have a written response to this email. Also, since the meetings are recorded, can residents view the meetings at a later date?

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

Mr. Rader – Harbour Drive

Mr. Rader asked if Resolution 2020-196 was a new position. Mayor Tait indicated no. Mr. Rader asked if it was advertised in the Burlington County Time or the Courier Post. Mr. Gural indicated no; we are not required to advertise for that position. Mr. Rader asked if the plans discussed earlier were available for public review. Mr. Gural indicated yes, they could be OPRA requested and you can get copies.

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

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

RESOLUTIONS

Resolution **2020-190** and Resolution **2020-199** 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. Seeing none, Mayor Tait read the following resolutions into the record:

Resolution 2020-190, Resolution Authorizing the Tax Collector to transfer the \$12,900.00 Premium due to Foreclosure to the Borough of Palmyra Current Account for Certificate #15-00043

Resolution 2020-191, Resolution Authorizing the Cancellation of Municipal Certificate #19-00001 for Block 26, Lot 7

Resolution 2020-192, Resolution Awarding a contract to Environmental Resolutions, Inc. for the Engineering Services for the HVAC System Preventative Maintenance Contract-2021 per their proposal dated September 29th, 2020 in the amount of \$4,500.00.

Resolution 2020-193, Resolution Awarding a Contract to Environmental Resolutions, Inc. for the Preparation of Public Bid Documents for the On-Call Contracting Services in the amount of \$5,000.00

Resolution 2020-194, Resolution Authorizing an Adjustment to Sewer Account #1376000-0

Resolution 2020-195, Resolution Appointing Josiah Murphy to Lieutenant of the Borough of Palmyra Police Department Effective 07/01/2020 with an annual salary of \$112,200.00

Resolution 2020-196, Resolution Appointing Mindie Weiner as Part-Time Deputy Tax Collector for the Borough of Palmyra, Effective 10/02/2020 at the rate of \$35.00 per hour until 12/31/2020.

Resolution 2020-197, Resolution Appointing Doretha R. Jackson as Borough of Palmyra Co-Land Use Board Secretary at the annual rate of \$3,183.62 until 12/31/2020

Resolution 2020-198, Resolution Awarding a contract to Motorola Solutions care of Midstate Mobile Radio per quotes QU0000512770 and QU0000512457 per New Jersey State Contract # 83909 in the amount of \$26,334.40 Subject to Certification of CFO

Resolution 2020-199, Resolution Appointing Renay Montgomery to full-time Police Secretary at the hourly rate of \$18.65 effective October 5, 2020

Mayor Tait requested a motion to approve Resolution 2020-190 thru 2020-199. President Howard made a motion to approve Resolutions 2020-190 thru Resolutions 2020-199. Mrs. McCann seconded the motion.

At the call of the roll, the vote was:

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

AGAINST: None

Motion Carried, Resolution 2020-190 thru Resolutions 2020-199 were approved.

DISCUSSION ITEMS

Public Event

Mayor Tait indicated the Halloween Committee is discussing with the Police Dept and the Fire Co the logistics of being able to take a mini parade around thru town, like Santa's visit. Mayor Tait noted the flyers should be out this week for the house decorating contest and the scarecrow decorating contest.

Chief Campbell indicated two classes were coming up for the Police Department Firearms Basic Training Seminar. Chief Campbell noted the response has been great and people have found the seminar to be very informative.

Mr. Gural indicated that one of the issues with reopening to the public has been the restrooms. Mr. Gural indicated the restrooms at the top of the steps could be utilized by the staff remaining locked throughout the day and the unisex restroom down by the police department could be opened for use by the public, noting they would have to come and request the key for use. Mr. Gural stated there had been previous discussion regarding opening the building for our Council meetings. Mr. Gural indicated if two staff members were present, one to open the door and one to run a computer connected to the tv screens in the court room we could open the building for those wishing to attend

in person. Mr. Gural explained. Mr. Rosenberg asked if an officer would be assigned to make sure people were not all over the building. Mr. Gural indicated an officer could be assigned. Mr. Allmond indicated he was not willing to take that risk at this point. Mr. Gural, Mrs. Russell, President Howard, Mrs. Jenkins, Dr. Cloud agreed. Mayor Tait indicated we are hoping to have an alternative plan in place so we can open the building when ready. Dr. Cloud expressed concern about individuals being able to obtain information regarding documents for the redevelopment, etc. during this time of covid-19 and the building not being open to the public. There was some discussion regarding OPRA and the process of obtaining various documents/records. Mr. Gural indicated OPRA is governed by the State regarding how to obtain records. Mr. Rosenberg stated if the governing body wished they could make a policy more liberal than the state requirements for OPRA, however if you make the policy more liberal you would probably need a full-time person to handle those requests.

Mr. Gural indicated any discussion regarding Collective Bargaining Agreement with Palmyra Police Association should be held in executive session.

Mr. Gural indicated there is nothing new to report regarding former Mayor Michelle Arnold and the advance travel funds owed the Borough and deleted emails, noting the latest invoice was included in the packet.

Mr. Gural indicated we received a tort claim notice regarding the tragic accident at Broad and Cinnaminson in which a pedestrian lost their life. Mr. Gural stated it is a county road and the signaling is controlled by New Jersey Transit. Mr. Gural indicated you may wish to reach out to NJ Transit and the county regarding the signaling at the intersection. The governing body requested Mr. Rosenberg write the County and New Jersey Transit regarding a study on the signaling at that intersection. Mayor Tait also requested we include the intersection/crosswalk at Broad and Highland/Morgan Avenue. There was some discussion regarding crosswalks, a more police presence on Broad Street and the police holding a pedestrian decoy session. Mayor Tait and President Howard indicated they would have further discussion with the Chief in the public safety committee meeting. Mayor Tait stated the 105th Annual NJLM Virtual Conference will be held November 16th, 2020 thru November 20th, 2020. If anyone wishes to attend, please notify Rita so she can get you registered. Mr. Gural indicated a memo regarding panhandling was provided by Mr. Rosenberg which was included in your packet. Mr. Rosenberg stated if the governing body wished to address an ordinance regarding panhandling it should be addressed in executive session.

Mr. Gural indicated there was nothing new to report regarding outdoor seating for establishments with plenary retail distribution licenses.

Mr. Gural indicated he would have a detailed update at the next meeting regarding the requests for purchase of Borough-owned lots.

Mr. Allmond stated the committee met and they would like to recommend we move forward with getting the preliminary design for Veterans Park. Mr. Gural indicated he would request a proposal from ERI for the final designs plans and bid documents. Mr. Allmond indicated the revised pre-design cost estimate was included in your packet and it is significantly lower than the original cost.

Mr. Gural explained there was nothing new to report regarding the telecommunications fiber optic cable installation consent requested

Ms. Jackson stated there was a request for usage of the Payton I Flourney Park by Pastor Soper and various churches for a Christmas Eve, December 24th, 2020, event. She stated the request, included in your packets, was for use of Payton I Flourney Park and the sound system, from 6:00 pm to 9:00pm with the potential of 150 attendees, noting the insurance certificate was included with the request.

Mayor Tait indicated she had spoken with Pastor Soper and Reverend Allen who indicated that because most of the churches have not opened completely that this was a way they could come together and still be safe. Mr. Rosenberg indicated that during the summer we did not allow a group to use the sound system. Mr. Gural stated the summer group did not officially apply to utilize the park nor did they provide insurance for their event. There was discussion regarding constitutional rights to assemble, the ability to utilize Borough equipment, certificates of insurance, filling out requests for usage, staffing for the event, etc. It was decided the request would be tabled until the next meeting so all could look over prior information disseminated regarding other events before this decision is made. Mr. Gural stated Mr. Rosenberg wrote Willingboro Township that we were terminating our contract with them for animal control due to breach of contract. Mr. Gural indicated for the time being we will be utilizing one of two other companies for those services when needed.

Mr. Gural reminded all the governing body to remember the class for Protecting Children from Abuse Training for Managers/Supervisors/Elected Officials for those wishing to participate in Borough events that include children.

Mr. Gural noted that due to Columbus Day the due date for payment of sewer fees has been extended to October 13th, 2020. Mrs. Russell asked if the name Columbus Day could be changed to something other than Columbus Day. Mr. Rosenberg noted that by resolution we could change it in Palmyra Borough however we have no control of the federal/state holiday name.

Mr. Gural indicated the Employee Assistance Program we are currently using is going out of business, so we are looking to replace it and are currently seeking proposals from other companies that provide that service.

Mr. Gural stated that we reached out to Cinnaminson regarding a shared service agreement for our Plumbing Sub-Code Official/Plumbing Inspector, however currently they indicated they are just too busy to enter into that agreement. Mr. Gural noted Mrs. Kilmer is working on it and are hopeful to have a solution in the immediate future.

Mr. Gural indicated the Police Sergeants exam is scheduled for October of 2020 and the test is good for two years.

Mr. Allmond indicated he had a meeting with the Student Representatives for Borough Council, and they seem excited about the program. Mr. Allmond stated he was hoping to make the program more interesting and meaningful for those students.

ADMINISTRATORS REPORT

Mr. Gural stated the salary resolution and salary ordinance would be included at the next meeting for council consideration and approval.

Mr. Gural stated that we are currently out of trash carts. Mr. Gural indicated that five thousand dollars had been included in the budget for that purchase and we will be ordering them.

Mr. Gural indicated he would be updating the website regarding brush, limb and leaf collections.

MAYOR AND COUNCIL COMMENTS

Mrs. Russell- no comment

Dr. Cloud – no comment

Mrs. Jenkins – no comment

Mr. Allmond -no Comment

Mrs. McCann noted the Building and Grounds Committee meeting being held Tuesday. Mrs. McCann also noted she would be willing to come into Borough Hall for council meetings if it was decided to hold in person meetings in Borough Hall.

President Howard – no comment

Mayor Tait noted anyone interested in the Halloween house decorating or scarecrow contest can obtain that information from the Halloween Parade Committee's website. Mayor Tait reminded everyone that the Census has been extended to October 31st, 2020 noting that we are at a 74.8% completion record. Mayor Tait indicated she received information from Senator Cory Booker regarding the New Jersey childcare assistance grant, noting the information is posted on the website. Mayor Tait noted we are currently up to 82 positive Covid-19 cases; asking all to please wear masks, practice social distancing and stay safe. Mayor Tait indicated she received an email from a seventh-grade teacher from Riverton and his class indicating they wished to come to Legion Field and clean-up on Wednesday October 14th, 2020 at 1:45 pm.

Mayor Tait asked Mr. Gural and Mr. Rosenberg if there were items for closed session. Mr. Gural and Mr. Rosenberg indicated yes.

Mayor Tait asked for a motion to approve Resolution 2020-201 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:

Contracts, Negotiations

Mrs. Russell made a motion to approve Resolutions 2020-201. President Howard seconded the motion

At the call of the roll, the vote was:

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

AGAINST: None

Borough Council went into closed session at 8:48pm

Borough Council returned from closed session at: 10:12 pm

Mayor Tait requested a motion to open to the public. Mrs. Russell made a motion to re-open the meeting to the public. President Howard second the motion

All voted in favor of the motion. Motion Carried

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 10:16 PM

Respectfully Submitted,

Doretha R Jackson, RMC

Municipal Clerk