

Borough of Palmyra
Virtual Council Caucus Meeting Minutes
Monday March 1st, 2021 at 6:30 pm

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, Dr. 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 and in response to Executive Order No 196 issued by Governor Murphy on November 16, 2020. Please be advised 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 12th, 2021. Notice was posted on the Municipal Door, Official Bulletin Board, and electronic signs on February 17th, 2021. Notice was also posted on the Borough of Palmyra Website on February 26th, 2021 and notice was given to all Council Members.

APPROVAL OF MINUTES

Mayor Tait requested a motion for approval of the February 8th, 2021 Special Council Meeting Minutes and February 8th, 2021 Executive Session Meeting Minutes.

Mrs. Russell made a motion to approve the minutes from the February 8th, 2021 Special Council Meeting and the February 8th, 2021 Executive Session Meeting Minutes. President Howard second the motion.

At the call of the roll the vote was:

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

AGAINST: None

ABSTAIN: Dr. Cloud

Motion Carried

CORRESPONDENCE

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

Thank-you note- Terri Tubic and Family

Thank-you note – Rick Dreby and Family

Letter- Mindie Weiner

REDEVELOPMENT

Rt. 73 South Redevelopment Area- Update

Mr. Gural stated a meeting was held with the redeveloper and the Bridge Commission regarding the tie in of the sewer line which must be routed under Rt 73. Mr. Gural noted we along with our Financial advisor are reviewing the Pilot application of the redeveloper and are hoping to have additional information to bring to the governing body by the end of next week. Mr. Gural stated we are working on the proposed amended agreement with Fair Share Housing and are hoping to have signed by late March or early April.

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

Mr. Gural indicated he had no current update regarding the redevelopment project.

Former Knights of Columbus property - Block 80 Lot 6 – Update

Mr. Gural stated the adoption of the Redevelopment Plan is on the agenda for consideration tonight. The Plan was reviewed and noted to be in conformance with the Master Plan by the Land Use Board at their meeting on February 17th, 2021.

PROFESSIONAL UPDATES

William Kirchner, ERI

Mr. Kirchner indicated that due to the weather of the past few weeks not much had been going on in the field. Mr. Kirchner stated we received a package from Burlington County Engineers office which he will be picking up tomorrow noting it should be the detour approvals needed for the Temple Blvd project. Mr. Kirchner noted the contractor was able to remove the required trees in the project as no traffic detours plan was required. Mr. Kirshner stated the contractor is eager to finish the paving for the 2020 road project noting they contacted him about milling and paving the streets however he asked them to hold off until he had confirmation that the asphalt plant, Pierson is open.

James Winckowski, CME

Mr. Winckowski indicated the public hearing is tonight for the updated stormwater control ordinance. Mr. Winckowski stated that it was updated to bring the Borough's Stormwater design standards up and consistent with the State's standards which go into effect March 3rd, 2021. Mr. Winckowski noted it mostly deals with green infrastructure and it provides design standards for new development.

PUBLIC COMMENT

We requested those participants wishing to have or make a Public comment, email their questions or comments in advance to Municipal Clerk Rita Jackson at djackson@boroughofpalmyra.com. The opportunity to submit comments prior to meeting expired at 12:00 PM on Monday March 1st, 2021. All comments will become part of the record and included with the Meeting Minutes.

For those who "attended" the Virtual Meeting, Mayor Tait opened the meeting to the public for comments. All comments are part of the record and are included with the Meeting Minutes.

Mayor Tait asked for a motion to open to the Public for comments 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.

Mr. Rader- Harbour Drive- Mr. Rader asked if at the Budget Workshop meeting, scheduled for March 27th, 2021, the governing body went into executive session; would a resolution be an agenda item of that meeting. Mr. Gural indicated yes. Mr. Rader asked if the agenda would be published in advance of the meeting. Mr. Gural indicated it would be posted on the website as it usually is. Mr. Rader asked if the public's rights could be jeopardized during the closed session. Mr. Rosenberg indicated that was a hypothetical question, which none one could answer as they can not look into the future. Mr. Rosenberg noted that if the governing body felt the need to go into executive session, they would announce in advance the general topics to be discussed and the topics would be within the permitted topics allowed within the open public meetings act. Mr. Rader asked if the open public meetings statute allows for local government bodies to change the requirements without going to the state for approval. Mr. Rosenberg indicated no.

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

ORDINANCE ON FIRST READING public hearing will be held April 5, 2021

Ordinance 2021-5. An Ordinance Amending the Borough of Palmyra Land Development Code Section 158-27(B) and the Route 73 South Redevelopment Plan to Permit Administrative Review and Approval of Minor Modifications and/or Field Changes Relating to Previously Approved Site Plans

Mr. Rosenberg explained why the ordinance was being proposed noting that it would go to the Land Use Board for comments prior to public hearing and final adoption on April 5th, 2021.

Mayor Tait requested of motion to approve Ordinance 2021-5. President Howard made a motion to approve Ordinance 2021-5. Mr. Allmond 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. Ordinance 2021-5 was approved on first reading.

ORDINANCES ON SECOND READING (Public Hearing)

Ordinance 2021-1 An Ordinance of the Borough of Palmyra, County of Burlington, State of New Jersey resending Chapter 236 “Stormwater Management” Ordinance 2006-11, of the Code of the Borough of Palmyra and replacing with New Chapter 236, “Stormwater Control Regulations”

Mayor Tait asked for a motion to open Ordinance 2021-1 for public hearing. Mrs. Russell made a motion to open Ordinance 2021-1 for public comments. President Howard second the motion

All members present voted in favor of the motion.

Seeing no comments Mayor Tait requested a motion to close the public portion for hearing of Ordinance 2021-1. Mrs. Russell made a motion to close the public hearing of Ordinance 2021-1. President Howard second the motion.

All members present voted in favor of the motion.

Mayor Tait requested of motion to approve Ordinance 2021-1. Mrs. Russell made a motion to approve Ordinance 2021-1. Mr. Allmond 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. Ordinance 2021-1 was approved.

Ordinance 2021-2 An Ordinance of the Borough of Palmyra, County of Burlington and the State of New Jersey Adopting The “Redevelopment Plan” for Block 80 Lot 6 Former Knights of Columbus Site, Dated January, 2021, in Accordance with the Local Redevelopment and Housing Law N.J.S.A. 40A: 12A-7 et seq.

Mayor Tait asked for a motion to open Ordinance 2021-2 for public hearing. Mrs. Russell made a motion to open Ordinance 2021-2 for public comments. President Howard second the motion

All members present voted in favor of the motion.

No one wishing to comment, Mayor Tait requested a motion to close the public portion for hearing of Ordinance 2021-2. Mrs. Russell made a motion to close the public hearing of Ordinance 2021-2. President Howard second the motion.

All members present voted in favor of the motion.

Mayor Tait requested of motion to approve Ordinance 2021-2. Mrs. Russell made a motion to approve Ordinance 2021-2. 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

Motion carried. Ordinance 2021-2 was approved.

Ordinance 2021-3, An Ordinance of the Borough of Palmyra, County of Burlington and State of New Jersey Amending Chapter 215 of the Code of the Borough of Palmyra Entitled “Sewers”

Mayor Tait asked for a motion to open Ordinance 2021-3 for public hearing. Mrs. Russell made a motion to open Ordinance 2021-3 for public comments. President Howard second the motion

All members present voted in favor of the motion.

Mrs. Veitenheimer- Rowland Street - Mrs. Veitenheimer asked what is changing in the new sewer ordinance. Mayor Tait stated there is a proposed 20.00 increase per half year, 40.00 a year, due to the reduction in revenue due to pandemic. Mrs. Veitenheimer stated, “so the regular taxpayer has to pick-up the difference.” Mayor Tait noted the infrastructure still needs to be maintained therefore the increase is necessary. Mrs. Veitenheimer state, the redeveloper is helping with replacement of the turf field; perhaps the monies could be better spent with helping with various infrastructure projects. Mayor Tait noted, those are proposed things which have not occurred, the infrastructure needs to be maintained now it cannot wait until perhaps that happens. Mrs. Veitenheimer as if this could be a temporary change until things go back to normal. Mayor Tait noted that there has not be a sewer increase since 2016. Mr. Gural indicated it is possible once redevelopment is on board, noting that during the time he has been involved with the Borough that there have been two rates increases and

one rate deduction. Mr. Gural stated this represents a 10% across the board increase not just to residential customers but to business/commercial and industrial customers as well. Mrs. Veitenheimer asked if we could look into usage calculations instead of a flat rate. Mr. Gural stated we have done that in the past and would like to go to a usage model for everyone however the Harbour residents do not have individual residential meters, each building in the Harbour is metered separately. Mr. Gural stated we do not have a means to determine individual usage of Harbour residents and they are a significant part of the community as far a population. Mr. Gural indicated there are opportunities from senior citizens and veterans to have deductions and the Mayor has prepared a letter which will be coming out with the sewer bills in the early part on next week.

No one else wishing to comment Mayor Tait requested a motion to close the public portion for hearing of Ordinance 2021-3. Mrs. Russell made a motion to close the public hearing of Ordinance 2021-3. President Howard second the motion.

All members present voted in favor of the motion.

Mayor Tait requested of motion to approve Ordinance 2021-3. Mrs. Russell made a motion to approve Ordinance 2021-3. President Howard seconded the motion.

At the call of the roll, the vote was:

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

AGAINST: None

RECUSE: Mr. Allmond

Motion carried. Ordinance 2021-3 was approved.

Ordinance 2021-4, An Ordinance of the Borough of Palmyra, County of Burlington, State of New Jersey to Exceed the 2021 Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

Mayor Tait asked for a motion to open Ordinance 2021-4 for public hearing. Mrs. Russell made a motion to open Ordinance 2021-4 for public comments. President Howard second the motion

All members present voted in favor of the motion.

No one wishing to comment Mayor Tait requested a motion to close the public portion. Mrs. Russell made a motion to close the public hearing of Ordinance 2021-4. President Howard second the motion.

All members present voted in favor of the motion.

Mayor Tait requested of motion to approve Ordinance 2021-4. Mr. Allmond made a motion to approve Ordinance 2021-4. 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

Motion carried. Ordinance 2021-4 was approved.

RESOLUTIONS

Mayor Tait stated **Resolution 2021-99** thru **Resolution 2021-105** 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 Tait asked if any resolutions needed to be removed from the consent agenda. Mrs. Russell requested Resolution 2021-105 by removed from the consent agenda.

Mayor Tait read the following resolutions into the record:

Resolution 2021-99, Resolution Authorizing the Cancellation of Taxes for a Totally Disabled Veteran at Block 153.2 Lot 1012 Partial Tax Year 2020 and Thereafter and Refunding Taxes Paid

Resolution 2021-100, Resolution Authorizing the Payment of February bills in the amount of \$1,894,626.97.

Resolution 2021-101, Resolution Authorizing the Cancellation of Municipal Certificate # 20-00038 for Block 108 Lot 5

Resolution 2021-102, Resolution Authorizing a Refund in the Amount of \$1,852.32 for Overpayment of Taxes on Block 152 Lot 9.02 Qualifier C6207

Resolution 2021-103, Resolution Appointing Tracy Kilmer as Co-Abandoned Property List Public Official for the Borough of Palmyra

Resolution 2021-104, Resolution Appointing Doretha R Jackson as Burlington County JIF Wellness Coordinator for the Borough of Palmyra

Mayor Tait requested a motion to approve the consent agenda Resolutions 2021-99 thru Resolution 2021-104.

President Howard made a motion to approve the consent agenda Resolutions 2021-99 thru Resolution 2021-104. Mr. Allmond 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

Motion carried. Resolutions 2021-99 thru Resolution 2021-104 were approved.

Mayor Tait returned to Resolution 2021-105.

Resolution 2021-105, Resolution Authorizing the Appointment of Kim Whelan, and Jennifer Edwards of Acacia Group Inc. as Financial Consultant for Borough of Palmyra

Mrs. Russell asked if this was the company which had helped us before.

Mr. Gural indicated yes.

Mrs. Russell stated that is what she needed to know; she was ready to move forward.

Mayor Tait requested a motion to approve Resolution 2021-105

President Howard made a motion to approve Resolution 2021-105. Mrs. Russell 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, Resolutions 2021-105 was approved.

DISCUSSION ITEMS

Mr. Gural indicated the Borough Hall staff is back to everyone working in the office regular hours. Mr. Gural stated there is no plan to reopen to the public yet. Mr. Gural indicated a plan is ready to go when the governing body indicates we are ready to open. Mr. Gural stated that plan could involved only allowing a limited number of people into the building at one time and limiting the number of hours the building is open to the public. Mr. Gural indicated they were considering bring back one of the laid off employees to monitor those coming into the building. Mr. Gural indicated the fields are currently being used using the guidelines set up by the governor.

President Howard indicated the proposed ordinance with changes for the Legion Field Complex was sent to the governing body by Mr. Gural. President Howard indicated the committee has reviewed it and would like to move forward with this part noting that additional changes would be coming regarding the parks and concession stand usage later. President Howard asked everyone to review the proposed changes and would like to introduce the ordinance for first reading at the March 15th, 2021 meeting.

Mr. Gural indicated he has provided updates as various meetings occur noting the next meeting is scheduled for Wednesday March 3rd, 2021. Mr. Gural indicated a response was received late today to our counteroffer; however, he had not had time to review it presently.

Mayor Tait stated she, Mrs. Russell and Mrs. McCann needed to meet and work on the Parking Ordinance so it could get on the agenda in April.

Mr. Gural indicated we are advertising for the Public Works vacancy and will be accepting applications up to March 5th, 2021.

Chief Campbell indicated they have closed the application period and are moving towards interviews.

Mr. Gural stated the purchase orders still require Council signatures. Mr. Gural stated they were considering amending the code which indicated that the chairperson must sign the vouchers and instead allowing any member of the committee and or the Mayor to sign the vouchers.

Mr. Gural stated the committee met regarding the sidewalk/snow & ice removal ordinance. Mrs. Russell indicated that the committee discussed the possibility of changing the 12 hours requirement to clear sidewalks to 24 hours and was looking for feedback as to how the governing body felt about it.

Mrs. Russell also noted the change or clearing up of the ordinance; making the corner property owners responsible for clearing the corners to the street so it is clear as to who is responsible for what.

Mr. Allmond indicated there were a few minor changes to the Veterans Park improvement project which he is going over with ERI. Mr. Allmond indicated he would have additional information and the pre-design plans for the next meeting so it can be included in the budget.

Mr. Gural indicated he would be reposting and updating the Did You Know-dog poop posting including incorporating the new stormwater requirements this upcoming week. Mrs. Russell asked if additional poop station containers could be placed around town. Mr. Allmond indicated they could discuss it in their committee meeting. Mrs. McCann asked if additional trash containers could be placed along the trail between Wawa and Legion Field. Mayor Tait indicated she was approached by the business regarding matching the trash containers that are on one side of Cinnaminson Avenue but are not on the other side. Mr. Gural indicated that could be a budget item as Republic picks up those containers and there could/would be additional fees.

Mr. Gural stated this grant opportunity, Transform South Jersey/Community Heart & Soul program, is a little different than before. Mr. Gural noted it is a 10,000.00 grant to promote inclusiveness in the community. Mr. Gural noted Mr. Gerken has reached out to some other communities regarding the grant but has not yet heard back. Mr. Gural noted the grant requires a 10,000.00 match by the Borough and would also cost the fees it takes for Mr. Gerken to prepare the application for the grant. Mr. Gural indicated in your agenda packer is a sample ordinance regarding Sober Living Facilities for the governing bodies review however given the significant rights and authority by State law that sober living facilities have in New Jersey she suggested that Mr. Rosenberg review it and offer an opinion before moving forward. Mr. Rosenberg indicated he would look at it and report back at the first meeting in April of 2021.

ADMINISTRATORS REPORT

Mr. Rosenberg indicated he and Mr. McMann attending the tax appeal session last week and most cases were settled; the couple of cases heard by the board were are awaiting the board's decision but there should be no material impact upon to budget no matter which way they go. Mr. Rosenberg indicated Roto Cylinders has until April 1st, to appeal the decision which they appeal directly to the tax court.

Mayor Tait reminded all that the Budget Workshop would be held Saturday March 27, 2021 at 8:00 am.

Mr. Gural stated Ms. Weiner's last day was Friday and we are appreciative of all that she did. Mr. Gural noted Mrs. Yansick is taking the Tax Collector classes currently. Ms. Johns indicated the office is doing a good job and moving forward.

MAYOR AND COUNCIL COMMENTS

Mrs. Russell- no comment

Dr Cloud – no comment

Mrs. Jenkins – no comment

Mr. Allmond -no comment

Mrs. McCann- no comment

President Howard – no comment

Mayor Tait stated our Covid case count is up to 422 noting it is still rising. Mayor Tait indicated she has spoken with Fire Chief Dreby regarding helping some of the senior citizens get signed up for the vaccine, and they are working on it and will get back to council when they have additional information. Mayor Tait indicated she spoke with Chairman Yetter regarding the fishing challenge, and they are looking for a location for the youth fishing challenge. Mayor Tait indicated it is being held on June 5th, 2021 and she was hoping the President Howard and Mrs. McCann could contact the Cove and perhaps it could be held there on the beach. Mayor Tait stated she spoke with the Philadelphia Virtual Community regarding the town watch. Mayor Tait stated the next session is on the 19th of March from 7:30 to 8:30 pm if anyone is interested. Mayor Tait noted it is not your typical town watch they are promoting but rather it is “See, Hear and Call” noting that if you hear or see something there will be a specific number to call and or website to report it. President Howard indicated there are tips on being more aware of your surroundings and things to look out for. Mayor Tait indicated the Bridge Commission has set up their Green Team and will be sending a list of dates to get ready for the community garden.

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

ADJOURNMENT

Mayor Tait asked for a motion to adjourn.

Mrs. Russell made a motion to adjourn the meeting. Mr. Allmond second the motion.

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

Meeting adjourned at 7:51 PM

Respectfully Submitted,

Doretha R Jackson, RMC

Municipal Clerk

Approved: March 15th, 2021 *DRJ*