

**Borough of Palmyra**  
**Virtual Council Caucus Meeting Minutes**  
**Monday May 3<sup>rd</sup>, 2021**

The Regular Council Meeting of the Borough Council of the Borough of Palmyra was called to order by Mayor Tait at 6:30 PM

**ROLL CALL**

At the call of the roll:

PRESENT: Mr. Brandon Allmond, Mrs. Farrah Jenkins, Mrs. Michelle McCann, President Timothy Howard, Mayor Gina Ragomo Tait

ABSENT: Dr. Laura Cloud, Mrs. Bernadette Russell

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 12<sup>th</sup>, 2021. Notice was posted on the Municipal Door, Official Bulletin Board, and electronic signs on April 27<sup>th</sup>, 2021. Notice was also posted on the Borough of Palmyra Website on April 30<sup>th</sup>, 2021 and notice was given to all Council Members.

At 6:35 pm Mrs. Russell entered the meeting

**APPROVAL OF MINUTES**

March 27<sup>th</sup>, 2021 - Budget Workshop Meeting Minutes

Mayor Tait requested a motion for approval of the March 27<sup>th</sup>, 2021 Budget Workshop Meeting Minutes.

Mrs. Russell made a motion to approve the minutes from the March 27<sup>th</sup>, 2021 Budget Workshop 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**

**Motion Carried**

April 19<sup>th</sup>,2021 – Executive Session Meeting Minutes

Mayor Tait requested a motion for approval of the April 19<sup>th</sup>, 2021 Executive Session Meeting Minutes  
Mrs. Russell made a motion to approve the minutes from the April 19<sup>th</sup>, 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**

**Motion Carried**

April 26<sup>th</sup>, 2021 – Special Council Meeting Minutes

Mayor Tait requested a motion for approval of the April 26<sup>th</sup>. 2021 Special Council Meeting Minutes  
Mrs. Russell made a motion to approve the minutes from the April 26<sup>th</sup>, 2021 Special Council 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**

**Motion Carried**

## **CORRESPONDENCE**

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

Thank- You Card – Beatrice Dore

Thank- You Card – Glenn McMann

Email- Tanyika Johns, Tax Collector

## **REDEVELOPMENT**

Rt. 73 South Redevelopment Area- Update

Mr. Gural stated that all the agreements Borough Council authorized have been executed. Mr. Gural noted the P.U.R.E. Palmyra Urban Renewal Entity has settled on the NAI property and they now own it. Mr. Gural noted the pre-construction meeting held Friday May 14<sup>th</sup>, and indicated it was very well attended by the Borough's team and the redevelopers team. Mr. Gural stated the dredge materials are going to begin moving sometime later this month. Mr. Gural indicated the redeveloper will be

submitting building permits for the warehouse in June and construction should begin later this summer. Mr. Gural noted a tentative completion date timeframe of second quarter 2022. Mr. Gural stated that the Housing Mortgage assistance deemed our affordable housing project as inclusionary, which will make them eligible for tax credits of either 4 or 9%. Mr. Brewer noted the meeting he, Mr. Gural and Mr. Rosenberg sat in on with PURE and Northpoint, noting they are working on an agreement that will work for all. Mayor Tait noted the groundbreaking will be held May 21<sup>st</sup>, 2021.

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

Mr. Brewer indicated there has been no change, it is still scheduled to be heard in Superior Court in August.

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

Mr. Gural indicated he had nothing new to report.

### **PROFESSIONAL UPDATES**

William Kirchner, ERI

Mr. Kirchner stated the resolution on the agenda, for engineering services, is for the completion of Second Street between Firth Lane and Leconey Circle., noting it will become an alternate in the 2021 Road Project. Mr. Kirchner stated Temple Blvd project is making progress, as the pipework is about 2/3 complete. Mr. Kirchner indicated this portion of the project is on target to be complete around Memorial Day. Mr. Kirchner stated that the TAP Grant, the DOT has completed their environmental review and have found there are no impediments to move on with the project. Mr. Kirchner indicated, the DEP now has thirty days to agree or deny and once they agree we can go out to bid for that portion of the project. Mr. Kirchner stated that while doing the exercising of the generator of the sewer treatment plant the oil pump stopped functioning so currently the generator is not functioning. Mr. Kirchner indicated currently we have a rental unit which is about \$7,000.00 a month. Mr. Kirchner indicated the funding for a new generator was not included in the budget this year but was proposed for next year. Mr. Kirchner indicated they are working on a price to rebuild or purchase a rebuilt generator, which would be much more financially efficient than continuing to rent the generator. Mr. Kirchner indicated he would have more to report next meeting. Mr. Kirchner indicated probably due to covid; an unusually higher number of wipes are appearing in the sewer causing the pumps to be clogged several times. Mr. Kirchner indicated they would be bringing in the line jetting and cleaning crew next week to completely vacuum and clean out the pump station. Mr. Kirchner indicate they would also be bringing in a mixer to help with the problem. Mr. Kirchner also asked if information could be posted on the Borough's website, not to flush wipes and the damage they cause to the sewer system.

### **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](mailto:djackson@boroughofpalmyra.com). The

opportunity to submit comments prior to meeting expired at 12:00 PM on Monday May 3<sup>rd</sup>, 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 will become part of the record and 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. Mr. Allmond 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 they were none.

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

Mrs. Veitenheimer – Rowland Street

Mrs. Veitenheimer asked if thru Resolution 2021-125 the intent was to spend over \$25,000.00 for maintenance on the turf field, which is going to be replaced within the next year or so. Mr. Gural stated this resolution refers to maintenance on the natural fields, football, baseball, softball as well as the turf field. Mr. Gural noted the only thing done on the turf field are the things necessary to make it safe for the children using it. Mr. Veitenheimer noted the condition of the Promenade, indicating it is overgrown with weeds and the plants are dying. She asked what the Borough was planning to do to clean it up. Mayor Tait stated we have hired someone to take care of it, but he has not started yet, once he is on board it will be taken care of.

Mayor Tait asked for a motion to close to the public for comments Mrs. Russell made a motion to close the public portion for comments. Mr. Allmond second the motion.

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

## **2021 MUNICIPAL BUDGET**

**Resolution 2021-122**, Resolution to Read the 2021 Budget by Title Only

Mayor Tait requested of motion to approve Resolution 2021-122. Mr. Allmond made a motion to approve Resolution 2021-122. President Howard seconded the motion.

**At the call of the roll, the vote was:**

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

**AGAINST: None**

**Motion carried. Resolution 2021-122 was approved**

## **Public Hearing 2021 Municipal Budget**

Mr. Gural stated the total budget is \$8,824,722.78 which is a decrease of just over \$10,500.00 from last year. Mr. Gural noted the total spending is \$8,146,435.00 a decrease of almost \$7,000.00 from last year. Mr. Gural noted the budget is up 1.53% or 1.766 cents which equates to \$29.28 to the average homeowner. Mr. Gural noted that revenue is down over \$100,000.00.

Mr. Nehila stated the budget has been revised by the state and they gave approval for adoption. Mr. Nehila noted that the Borough is \$700,007.00 under the spending cap (appropriations) and \$400,006.00 under the tax cap (what taxes could be increased to) Mr. Nehila stated the amount of surplus being used is very prudent and will be good for future years.

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 for a motion to close to the public for comments Mrs. Russell made a motion to close the public portion for comments. Mr. Allmond second the motion.

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

## **Resolution 2021-123, Resolution Authorizing the Adoption of the 2021 Municipal Budget**

Mayor Tait requested of motion to approve Resolution 2021-123. Mrs. Russell made a motion to approve Resolution 2021-123. President Howard seconded the motion.

**At the call of the roll, the vote was:**

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

**AGAINST: None**

**Motion carried. Resolution 2021-123 was approved**

## **RESOLUTIONS**

Mayor Tait stated **Resolution 2021-124** and **Resolution 2021-125** 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 either resolution needed to be removed from the consent agenda. Seeing none

Mayor Tait read the following resolutions into the record:

**Resolution 2021-124**, Resolution Awarding a Contract to Environmental Resolutions, Inc. (ERI) for the engineering design and Construction Services on 2<sup>nd</sup>. Street per their proposal dated April 13<sup>th</sup>, 2021 in the amount of \$11,750.00

**Resolution 2021-125**, Resolution Authorizing the Award of a Contract to South Jersey Turf Consultants. LLC Per their Various Proposals dated December 2020 for Artificial and Natural Turf

Maintenance in the amount of \$25,876.69 Subject to Pay-to-Play and Other State Bidding Requirements and Per the Chief Financial Officer's Certification

Mayor Tait requested a motion to approve the consent agenda Resolutions 2021-124 and Resolution 2021-125.

Mrs. Russell made a motion to approve the consent agenda Resolutions 2021-124 and Resolution 2021-125. 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**

**Motion carried. Resolutions 2021-124 and Resolution 2021-125 were approved.**

## **DISCUSSION ITEMS**

Mr. Gural indicated the field restrooms are open currently although indoor activities are still restricted; and the Governor still indicates if you can work from home continue to do so. Mr. Gural indicated we have put together the checklist, made keys and have also put together a release for organizations would sign off for responsibility of cleaning the restrooms.

President Howard indicated the committee is still working on the Field usage Ordinance.

Mr. Gural stated the Collective Bargaining Agreement with Palmyra Police Association has been completed and forward to the FOP/ PPA for their comments which he has not heard yet. Mr. Gural stated he expected it to be on the agenda at the next meeting for approval.

Mayor Tait indicted the public safety committee met with Chief Campbell last week regarding the police department new hires and class I police officers. Chief Campbell indicated they are still working on the new hires.

Mr. Gural noted the Council signature requirement for purchase orders and the sidewalk/snow & ice removal ordinance are noted until we can get to them.

Mr. Gural noted the marijuana legalization must be decided. Mayor Tait indicated that the public safety committee met and would recommend to Council that currently we indicated no to the six types of variations proposed. Mayor Tait indicated, they felt they would like to wait and see how other towns are handling to situation. President Howard indicted we have five years to reevaluate. There was some discussion regarding medical use and Mayor Tait indicated this applies to recreational use not medical. Council requested Mr. Rosenberg write the ordinance not allowing marijuana retail or commercial recreational use in the Borough of palmyra.

Mr. Gural stated he sent many emails to council regarding the Riverton jetter agreement and currently he recommends not renewing the agreement with the Borough of Riverton unless significant changes are made.

Mr. Gural stated he was talking with Chief Dreby regarding the Fire Company lease and meetings will be scheduled.

Mr. Gural stated he completed a draft with all calculations which he forwarded to Ms. Condo and Ms. Jackson for review. Mr. Gural stated he would forward what is being proposed to the governing body as soon as complete. President Howard indicated the committees will review the salary increase recommendations.

Mayor Tait indicated the additional parking ordinance, and the handicap parking sign ordinance are still be worked on and should be available soon for council consideration. Mrs. Russell asked if there was additional information to be shared regarding the parking ordinance or if they would be meeting soon. Mayor Tait indicated she would send the notes from the proposed ordinance.

Mayor Tait stated the Rt. 130/Delaware River Corridor Plan Endorsement Committee appointees will be coming soon.

Mr. Allmond indicated he had nothing new to report on the Veterans Memorial Park Improvement Project, noting he was waiting for a draft from ERI updating the plans. Mayor Tait asked if the Memorial Day Celebration was still taking place. Mr. Allmond indicated he would check with the War Memorial committee and get bac to council.

Mr. Gural indicated the following grants were just made available; DCA Local Recreation Improvement Grant, DCA Shared Service Grant- explore potential Fire Department/EMS merger, and NJ DOT 2022 Municipal Aid. Mr. Gural stated that perhaps Council would like to apply for a grant to replace the turf field now and when the redeveloper pays the \$600,000.00, we could pay ourselves back. There was some discussion. Mr. Gural noted there are costs associated with applying for the grant. After some additional discussion Mr. Rosenberg indicated we should go back to the redeveloper and amend the agreement to allow us to use the redevelopers funding for what whatever we desire if we apply for the grant. Mr. Gural indicated he would follow up with those items and bring additional information to the next meeting.

Mayor Tait indicated the other grant possibility to explore the fir department/ EMS merger was discussed in the public safety committee meeting and the committee will be speaking with Chief Dreby and gathering additional information to determine if we recommend applying for this grant.

## **ADMINISTRATORS REPORT**

Mr. Gural reminded all that the JIF Elected Officials Training Seminar needs to be completed. Mr. Gural noted that every one of the governing body members needs to attend the JIF Elected Officials Training Seminar noting that the Borough receives \$250.00 deduction from our insurance premium. Mr. Gural noted the need for everyone who works with or around minor children to take the Safe Treatment and Protection of Minors Training Webinar also required to have a criminal background check completed by the Police Department.

## **PHS STUDENT REPRESENTATIVE COMMENTS**

**Andrew Yansick** – Mr. Yansick indicated the student council is getting together a spirit week, June 7 thru June 11<sup>th</sup>, 2021, including dress-up days, competitions, and a field day.

**Coady McCann** – Mr. McCann indicated the Interact Club held the Cove clean-up this past weekend and collected about 50 bags of trash. Mr. McCann noted the various records of the sports teams currently playing.

**Naomi Cabon** – Ms. Cabon stated they are finishing the decorations for Prom noting they had picked the centerpieces. Ms. Cabon stated the ticket sales for the Prom have been opened to the underclassmen wishing to attend and all tickets have been sold.

## **MAYOR AND COUNCIL COMMENTS**

**Mrs. Jenkins** – no comment

**Mrs. Russell**- no comment

**Mr. Allmond** – no comment

**Mrs. McCann** thanked Rita, Amanda, and Selina for the Rabies Clinic they held at Legion Field. Ms. McCann indicated there was a great turnout with many dogs. Mc McCann thanked Mr. Kirchner for his quick response regarding the Temple Blvd project. Ms. McCann thanked the Interact Club for their efforts in cleaning up the trash at the Cove.

**President Howard** – Mr. Howard asked the student representatives if they could get something out to the fifth and sixth grade students noting that damaging Legion Field costs everyone money. If it is possible, can they communicate that to all the students who use the fields and parks so that we can keep they safe and clean.

**Mayor Tait** – Mayor Tait thanked Rita, Amanda and Selina for the rabies clinic noting that she received many calls inquiring as to when it was going to take place. Mayor Tait noted NJ American Water will be in town starting tomorrow until the 16<sup>th</sup>, of May flushing out the fire hydrants. Mayor Tait stated the Community Garden at the Cove will begin planning on May 15<sup>th</sup>, 2021 at 10:00 am. and are planning on opening the garden on the 5<sup>th</sup> of June.

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.

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

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

Meeting adjourned at 7:51 PM

Doretha R Jackson, RMC  
Municipal Clerk

Approved: May 17<sup>th</sup>, 2021