

**Borough of Palmyra**  
**Regular Council Meeting Minutes 6:30 PM**  
**Monday, June 20<sup>th</sup>, 2022**

**CALL TO ORDER**

The Regular Council Meeting of the Borough Council of the Borough of Palmyra was called to order by Mayor Tait at 6:38 PM.

**ROLL CALL**

At the call of the roll:

PRESENT: Brandon Allmond, Laura Cloud, Natashia Latimore, President Timothy Howard, Mayor Gina Ragomo Tait

ABSENT: Michelle McCann, Bernadette Russell

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**OPEN PUBLIC MEETINGS STATEMENT**

Mayor Tait Read the following open public meetings statement into the record:

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. Public Notice of this meeting 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 5<sup>th</sup>, 2022.
- Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 10<sup>th</sup>, 2022.
- Notice to All Council Members.

**APPROVAL OF MINUTES**

Mayor Tait requested a motion for approval of May 16<sup>th</sup>, 2022 – Regular Council Meeting Minutes.

President Howard made a motion to approve the minutes from the May 16<sup>th</sup>, 2022 – Regular Council Meeting Minutes. Mr. Allmond second the motion.

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

**INFAVOR: Dr. Cloud, Ms. Latimore, President Howard**

**AGAINST: None**

**ABSTAIN: Mr. Allmond**

**Motion Carried**

Mayor Tait requested a motion for approval June 6<sup>th</sup>, 2022 – Executive Session Meeting Minutes  
President Howard made a motion to approve the minutes from the June 6<sup>th</sup>, 2022 – Executive Session Meeting Minutes. Mr. Allmond second the motion.

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

**INFAVOR: Dr. Cloud, President Howard**

**AGAINST: None**

**ABSTAIN: Mr. Allmond, Ms. Latimore**

**Motion Carried**

## **CORRESPONDENCE**

Municipal Clerk, Doretha Jackson acknowledged the following correspondence:

Letter of resignation- James Fattorini, Municipal Public Defender

Mayor Tait requested a motion to accept Mr. Fattorini' s letter of resignation. Dr. Cloud made a motion to accept the resignation of Municipal Public Defender, James Fattorini effective immediately. President Howard second the motion.

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

## **REDEVELOPMENT**

Rt. 73 South Redevelopment Area- Update

Mr. Brewer indicated the memorialization of the revised site plans presented to the LUB and approved will be at the next meeting which is will be held on July 27<sup>th</sup>, 2022.

Mr. Gural reported the redeveloper has submitted a permit application on the second warehouse, which is in review. Mr. Gural noted the Redeveloper is hoping to begin construction late summer this year and to be complete by the second quarter of 2023.

Mr. Rosenberg reported the first draft of the Fair Share Housing agreement was sent to us and we are waiting for the inclusion of language from the redeveloper to see if is consistent with our understanding of the settlement agreement.

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

Mr. Brewer reported the Borough reached a settlement with Judge Bookbinder regarding the Active Realty case. Mr. Brewer indicated the property is valued at \$255,000.00. Mr. Brewer indicated, Outlaw Training & fitness previous paid \$135,000.00 and will owe another \$85,0000; the Borough will contribute \$25,000.00 and the additional \$10,000.00 will be funded by Outlaw via a \$10,000.00 loan from the Borough, to be paid over 20 years at a rate of 6.00% annual interest.

Mr. Brewer stated as part of the agreement the Borough would refund property taxes paid by Active Realty from February 26<sup>th</sup>, 2020; when the Borough actually took ownership of the property by eminent domain, noting the overpayment of taxes by Active Realty for three to four months after the Borough had acquired the property.

Mr. Brewer stated that resolution 2022-146 on the agenda tonight is to approved/authorize the settlement agreement as noted.

Mr. Gural asked if the Outlaw fitness owed the taxes as of the date of taking, and whether it should be reflected in the resolution. Mr. Brewer stated Outlaw Fitness would owe the property taxes from the date the title transferred from the Borough to Outlaw Fitness but did not need to be in the resolution because the agreement concerns Active Realty and the Borough.

Mr. Gural estimated Outlaw Fitness will owe the two quarters of property taxes.

Mr. Rosenberg asked if interest would be due on the overpayment of taxes, Mr. Brewer indicated no.

Mr. Rosenberg asked if the Borough owed anything for Active Realty's attorney fees, Mr. Brewer indicated no.

Mr. Rosenberg asked if there was collateral or a security being taken for the \$10,000.00 loan.

Mr. Brewer stated a note and a second mortgage to be filed against the property with the county. Mr. Brewer also noted that we did not request a personal guarantee from the owner.

#### Sea Box/ELM Office LLC, 321 E. Broad Street - Former Knights of Columbus Property

Mr. Brewer reported the initial meeting will be held on June 23rd, 2022 with all stakeholders of Elm Office LLC regarding a potential redevelopment agreement for 321 E. Broad Street.

#### **PRESENTATION**

Joe Henry, Hardenberg Insurance Group – Safety on the Agenda

Mr. Henry stated that each year the JIF requires them to come and present a topic regarding safety.

Mr. Henry recognized the Borough's Safety Committee, Tracy Kilmer and John Gural and acknowledged how good they were doing, noting that the Borough received additional funding of \$3,400.00. Mr. Henry noted his presentation would be regarding Slips, Trips and Falls which impact all municipalities and employees. Mr. Henry noted how JIF could help, why the incidents occur and how they are preventable. Mr. Henry went over the impact to the Borough and the employee when slips, trips and falls occur, noting the increase in premiums and the productivity loss of the employee.

Mr. Henry when over various causes of slips, trips and falls and noted various ways of preventing them; like maintaining good housekeeping, wearing proper footwear with good traction, providing adequate lighting and ensuring handrails are in good working order.

Mr. Henry went over lessons JIF has learned regarding trips and falls in other town which resulted in major payouts. Mr. Henry noted the various online classes and MEL Safety Institute Bulletins which are available to municipalities at no cost, all addressing safety issues and advising how to prevent slips, trips and falls.

## **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 2:00 PM on Monday June 20<sup>th</sup>, 2022. Please sign in at the podium and state your name and address for the record. 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 Mr. Allmond 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 comments from the public

Seeing no comments Mayor Tait requested a motion to close the public comment portion. President Howard made a motion to close the public comment portion. Mr. Allmond second the motion.

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

## **RESOLUTIONS**

Mayor Tait stated **Resolution 2022-140** thru **Resolution 2022-144** and **Resolution 2022-146** 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 noted Resolution 2022-145 would be pulled from the consent agenda.

**Resolution 2022-145**, Resolution of the Borough of Palmyra Recommending Plan Endorsement and Adopting the Planning and Implementation Agreement

Mayor Tait explained they were holding the resolution because there is a conflict with the dates and the resolution will be addressed at a future meeting. Dr. Cloud questioned the action items in reference to Sustainable Jersey.

Mayor Tait read the following resolutions into the record:

Resolution **2022-140** thru Resolution **2022-144** and Resolution **2022-146**.

**Resolution 2022-140**, Resolution Approving Cross E Cohen as a member of the Junior Firefighter's Auxiliary to the Palmyra Fire Department

**Resolution 2022-141**, Resolution Authorizing Emergency Contract with Sunbelt Rentals in an amount not to exceed \$65,000.00 for the Rental of Generator for the Sewer Plant in accordance with NJSA 40a:11-6

**Resolution 2022-142**, Resolution Authorizing Payment of June bills in the amount of \$1,953,687.35

**Resolution 2022-143**, Approval to submit a grant Application and execute a Grant Contract with the New Jersey Department of Transportation for the 2023 Road Improvement Program- W. 4<sup>th</sup> Street from Race Street to Delaware Avenue

**Resolution 2022-144**, Resolution Authorizing 2022-2023 Liquor License Renewal Oberg, LLC T/A Currans Irish Inn/5 West Pub Plenary Retail Consumption License with Broad C #0327-32-003-007

**Resolution 2022-146**, To Authorize Execution of a Settlement Agreement Action entitled Borough of Palmyra V. Action Realty Company Profit Sharing Plan, DKT. No BUR-2232-19

Mayor Tait requested a motion to approve the consent agenda Resolutions 2022-140 thru Resolution 2022-144 and Resolution 2022-146.

Mrs. Allmond made a motion to approve the consent agenda Resolutions 2022-140 thru Resolution 2022-144 and Resolution 2022-146. President Howard second the motion.

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

**INFAVOR: Mr. Allmond, Dr. Cloud, Ms. Latimore, President Howard**

**AGAINST: None**

**Motion carried. Resolutions 2022-140 thru Resolution 2022-144 and Resolution 2022-146 were approved.**

#### **MOTION TO APPROVE TREASURERS' REPORTS**

Mayor Tait requested a motion to approve the Treasurer's Report for May 2022. President Howard made a motion to approve the Treasurer's Report for May 2022. Mr. Allmond second the motion.

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

#### **MOTION TO APPROVE SOCIAL PERMIT**

Mayor Tait requested a motion to approve the Social Permit for Independence Fire Co #1 – Craft Beer Festival- October 1<sup>st</sup>, 2022. President Howard made a motion to approve the Independence Fire Co #1 – Craft Beer Festival- October 1<sup>st</sup>, 2022 Mr. Allmond second the motion.

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

#### **PUBLIC EVENTS**

Mayor Tait reported the Palmyra Market starts Thursday, June 23<sup>rd</sup> at Chief Flournoy Park from 5:00 PM – 8:00 PM.

Mayor Tait congratulated Mr. Allmond on a job well done for the Memorial Day Celebration.

Mayor Tait reported along with Mr. Howard, she attended the Fire House dinner where they recognized Richard Derby for 50 years of service.

Mayor Tait asked for suggestions on how to honoring/acknowledging Schwering's Hardware Inc. for their 100-year anniversary.

Mayor Tait noted that she along with Ms. Latimore and President Howard attended the Palmyra High School Graduation.

## **DISCUSSION ITEMS**

Mr. Gural reported they are interviewing an applicant this week for the electrical subcode position. Mr. Gural noted that he did not have any additional information regarding the PPPM Policy updates, the Alcoholic beverage consumption in public spaces ordinance or the sewer lateral policy and water usage -based billing.

Mr. Gural noted Ms. Johns had come across with some addition information which she forwarded to Mr. Rosenberg. Mr. Rosenberg indicated he is working on the update, noting its complexity. Mr. Rosenberg requested Ms. Jackson forward the all vacant/abandoned ordinances to him.

Mr. Gural reported Mrs. Kilmer, Zoning Officer, Mr. Winckowski, Land Use Board Engineer and Mr. Brewer are working on revisions to the code regarding accessory structures. Additional information will follow soon.

Mr. Gural reported the water usage billing has been worked out including how to bill the Harbour units. Ms. Johns, Tax Collector, Mr. Dreby, President Harbour Board and Mrs. Coivestion, Facilities Manager for Palmyra Harbour agreed the Harbour Association would pay any overages to the buildings. Mr. Gural stated the residents who will feel the greatest impact are the families with kids at home. Mr. Gural further stated usage based for everyone in town is the fairest to bill; however, note that some homeowner's sewer billings may double. Mr. Allmond questioned whether there is a mechanism to inform the homeowners of what their bill will be. Mr. Gural stated we cannot give exact numbers because the number is based off of the budget and the total usage for the town. There was some additional discussion regarding prior notification with approximate billing for sewer.

Mr. Gural reported trash is an ongoing problem. Mr. Gural noted we cannot currently get trash trucks and our contract expires in March of 2023. Mr. Gural reported the problem and cost driver is bulk trash. Mayor Tait commented she received multiple calls from the Riverfront regarding bulk not being picked up. Mr. Gural indicated he has also received many calls from the Harbour regarding bulk trash. Mr. Gural indicated Trash Pro is currently working on our trash specifications for the solid waste contract next year. Mr. Gural stated many towns have opted not to pick up bulk trash. Mr. Gural suggested removing curb side bulk trash and only have bulk trash at Public Works on Saturday mornings and extend the Wednesday nights all year round.

Mr. Gural reported Trash Pro could prepare a bid with alternate with no bulk and bulk as we currently use. Mr. Gural requested feedback from Borough Council on trash contract. There was additional discussion regarding bulk pick-up, what other towns are doing, contract bidding and escalating cost of

solid waste removal. Borough Council Borough noted that if it would prevent the Borough from obtaining and overall trash removal contract then it may be necessary to remove the bulk trash options from the specifications for the solid waste contract and have Public Works open on Saturday and Wednesday nights all year around.

Mr. Gural reported capital improvement/sewer ordinances are usually in August. Mr. Gural indicated several department heads questioned the status of new vehicle purchases. Mr. Gural stated we are currently working on the completion of those ordinances and are hoping to have them for next meeting.

Mr. Gural reported all the new parking signs are up in the downtown district. Mayor Tait asked if the ordinance could be copied to be hand out in the district.

### **PALMYRA HIGH SCHOOL – UPDATE**

Ms. Gabriella Gillespie reported the Black Student Union participated in the Juneteenth Celebrate of Culture and she was excited to connect with all the students.

Ms. Gillespie further reported graduation was great and it was nice to see the packed stands.

Ms. Gillespie also reported “Candles with Heart” continuing volunteering with three projects, gathering school supplies for new students, preparing packages for Valley Youth house, noting that last year they were able to make 150 care packages and a movie night fundraiser to raise money for doctors without borders.

Mayor Tait questioned whether Ms. Gillespie enjoyed the multi towns for Juneteenth. Ms. Gillespie enjoyed the participation from multiple towns. Ms. Gillespie also commented regarding the Juneteenth Celebration on the Thursday night before Juneteenth. She felt it was a good idea because multiple students were able to attend and still go to other activities throughout the community.

### **ADMINISTRATORS REPORT**

Mr. Gural reported everyone should have received an email to complete Cyber Awareness Training, Part 2 from Wizer-Training.com, please complete it as soon as possible.

Mr. Gural informed council to let Ms. Jackson know if they want to attend NJ League of Municipalities Annual Conference from November 15-17, 2022.

Mr. Gural stated Mr. Gerkens is working on the Fire Department Grant for additional turn out gear and a washing machine to clean that gear.

Chief Campbell reported her department received a lot of great feedback regarding the Juneteenth Celebration.

### **ONGOING REMINDER PROJECTS**

Mr. Gural stated the following items are reminders for the various projects the governing body is addressing. Mr. Gural noted additional information will be forthcoming in the future.

Purchase Orders - Council signature requirement  
Sidewalk/snow & ice removal Ordinance  
Sewer Lateral responsibility Ordinance and Sewer bills  
Handicap Parking Sign Ordinance  
Parking Ordinance - additional amended code subsections required  
Veterans Affairs Committee Ordinance  
Accessory Structures/cargo containers - Zoning/Land Development Ordinance amendments  
Alcoholic Beverage Consumption/ Outdoor Seating/ Dining Ordinance

## **MAYOR / COUNCIL COMMITTEE REPORTS AND COMMENTS**

**Mr. Allmond**- no comment

**Ms. Latimore** – no comment

**Dr. Cloud** – no comment

**President Howard**- no comment

**Mayor Tait** stated that she had informed the Riverton Mayor that Borough Council will not be marching in the Fourth of July parade.

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

**Resolution 2022-147, 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:

### **Rt 73 South Contract negotiations**

Mayor Tait requested a motion to approve Resolution 2022-147. Mrs. Allmond made a motion to approve Resolution 2022-147. President Howard second the motion.

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

**INFAVOR: Mr. Allmond, Dr. Cloud, Ms. Latimore, President Howard**

**AGAINST: None**

Into closed at 7:55 pm

Out of closed at 8:06 pm

Mayor Tait requested a motion to open to public. President Howard made a motion to open to the public. Mr. Allmond second the motion.

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

## **ADJOURNMENT**

Mayor Tait asked for a motion to adjourn. President Howard made a motion to adjourn the meeting. Mr. Allmond second the motion.



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

Meeting adjourned at 8:07 PM

Doretha R Jackson, RMC

Municipal Clerk

Approved: July 18<sup>th</sup>, 2022