

Borough of Palmyra
Regular Council Meeting Minutes
Monday, August 15th, 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 6:43 PM.

ROLL CALL

At the call of the roll:

PRESENT: Brandon Allmond, Dr. Laure Cloud, Natasha Latimore, Michelle McCann, Bernadette Russell, Mayor Gina Ragomo Tait

ABSENT: President Timothy Howard

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

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 5th, 2022.
- Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 10th, 2022.
- Notice to All Council Members.

APPROVAL OF MINUTES

Mayor Tait requested a motion for approval of June 16th, 2022 – Special Council Meeting Minutes.

Mr. Allmond made a motion to approve the minutes from the June 16th, 2022– Special Council Meeting Minutes. Mrs. McCann second the motion.

At the call of the roll the vote was:

INFAVOR: Mr. Allmond, Ms. Latimore

AGAINST: None

ABSTAIN: Dr. Cloud, Mrs. McCann, Mrs. Russell

Motion Carried

Mayor Tait requested a motion for approval of July 18th, 2022 – Regular Council Meeting Minutes.

Mr. Allmond made a motion to approve the minutes from the July 18th, 2022 – Regular Council Meeting Minutes. Ms. Latimore second the motion.

At the call of the roll the vote was:

INFAVOR: Mr. Allmond, Ms. Latimore, Mrs. McCann

AGAINST: None

ABSTAIN: Dr. Cloud, Mrs. Russell

Motion Carried

Mayor Tait requested a motion for approval July 18th, 2022 – Executive Session Meeting Minutes

Mr. Allmond made a motion to approve the minutes from the July 18th, 2022 – Executive Session Meeting Minutes. Mrs. McCann second the motion.

At the call of the roll the vote was:

INFAVOR: Mr. Allmond, Ms. Latimore, Mrs. McCann

AGAINST: None

ABSTAIN: Dr. Cloud, Mrs. Russell

Motion Carried

Mayor Tait requested a motion for approval of August 8th, 2022 – Special Council Meeting Minutes.

Mrs. Russell made a motion to approve the minutes from the August 8th, 2022– Special Council Meeting Minutes. Mrs. McCann second the motion.

At the call of the roll the vote was:

INFAVOR: Mr. Allmond, Dr. Cloud, Ms. Latimore, Mrs. McCann, Mrs. Russell

AGAINST: None

Motion Carried

CORRESPONDENCE

Municipal Clerk, Doretha Jackson acknowledged the following correspondence:

Letter from Justin P Braz- Assistant Commissioner, State of NJDOT

REDEVELOPMENT

Rt. 73 South Redevelopment Project- Update

Mr. Gural stated the redeveloper is in process of applying for permits for the second warehouse. Mr. Winckowski indicated the walls are up roof is complete on warehouse #1, noting that soon they will be painting the exterior. Mr. Winckowski stated they are working on the interior fit out, noting that currently they do not have a tenant. Mr. Winckowski indicated some of the site work is being held up due to inability to obtain needed materials for the sewer infrastructure. Mr. Winckowski indicated they are hoping for 4th quarter completion and ready for tenant fit out. Mr. Kirchner indicated the force

main has been completed under Rt. 73 and Souder Avenue and they are looking to tie-in to Temple Avenue on Friday. Mr. Kirchner stated the Bridge Commission has a contract to mill and pave Souder Street and will complete the one block which belongs to the Borough with that project.

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

Mr. Gural and Mr. Brewer both indicated they had no new information to report and are waiting for the redeveloper to submit their Land Use Board application.

Elm Office LLC, 321 E. Broad Street Redevelopment Project – Update

Mr. Brewer indicated he was waiting for a response from Elm Office, LLC so they could complete a redevelopment agreement. Mr. Gural indicated for designation of the redeveloper of the area, we would request real estate on the corner of their lot for a “Welcome to Palmyra Sign” we would pay for the sign and installation of it and ask them to provide electric for the sign on an ongoing basis. Mr. Gural indicated a design as created by Mr. Kirchner, was included in packet for your review and comment. Mr. Kirchner explained the design of the sign. Mr. Gural indicated at some point we will also be requesting a pilot for the property.

Mayor Tait read Resolution 2022-145: Mayor Tait explained,

RESOLUTION – Previously Tabled

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

Mayor Tait requested a motion to approve Resolution 2022-145.

Mr. Allmond made a motion to approve Resolution 2022-145. Mrs. Russell second the motion.

At the call of the roll, the vote was:

INFAVOR: Mr. Allmond, Dr. Cloud, Ms. Latimore, Mrs. McCann, Mrs. Russell

AGAINST: None

Motion carried. Resolution 2022-145 was approved.

PROFESSIONAL UPDATES

William Kirchner, ERI- Mr. Kirchner indicated 90% of the Spring Garden Street project curb replacement is complete. Mr. Kirchner stated the milling and paving is scheduled for next week with the hopes of completion before school starts. Mr. Kirchner stated the 2022 Road Program started concrete work on Henry which will be followed by Rowland Street then over to Wallace and Oak. Once complete the paving will begin. Mr. Kirchner indicated they are also working with the contractor to try to complete the paving on the one block area on Spring Garden Street. Mr. Kirchner indicated the two resolutions on the agenda are for the annual contract preparation and bidding of the HVAC Maintenance and On Call service contracts for 2023. Mr. Kirchner indicated the request from a resident for a 4-way stop at Temple Blvd and Morgan Avenue; Mr. Kirchner indicated stop signs

cannot be used to control speed; stop signs can be installed if there is a safety issue, especially referring to sight line. Mr. Kirchner explained there was not sight issues except for cars that were parked illegally on both corners. Mr. Kirchner also indicated another safety issue is that if there were five or more accidents within the last six months due to the configuration at the intersection. Mr. Kirchner indicated the police department is pulling accident information for the last six months for that intersection and he will report back. Mr. Kirchner indicated there was also a request for speed bumps between Spring Garden and Charles Street on Park Avenue. Mr. Kirchner indicated it is a traffic calming method. Mr. Kirchner indicated that speed bumps are meant to be install in groups not singularly. Mr. Kirchner explained they need to be place somewhere between 200 and 500 feet apart and at least 200 feet from the intersection. Mr. Kirchner indicated the block is only 900 feet noting that the most that would fit would be two, however Mr. Kirchner stated the number of cars which park on that street are problematic; noting that parking is prohibited by and over speed bumps. Mr. Kirchner indicated that if placed there would be parking space losses on the street. Mr. Kirchner also noted that speed bumps can not be placed at driveways. Mr. Kirchner stated that if the governing body wished to proceed first step is a speed study; which must indicate that 85% of the motoring public are exceeding the speed limit. Mr. Kirchner explained the additional steps necessary to obtain approval for speed bumps on any street. There was some discussion regarding speed bumps and speed humps.

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 2:00 PM on Monday August 15th, 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 Mrs. McCann made a motion to open to the public portion for comments. Mrs. Russell 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.

Ms. Kelly – Highland Avenue: Ms. Kelly thanked the governing body for passing resolution 2022-145 and indicated she was willing to help the Green Team in anyway needed to meet the require actions. Ms. Kelly stated that if the Borough wished to pursue a tri-borough Green Team that Cinnaminson; who does not have a Green Team, would be interested and she could put the Green Team in contact with that individual from Cinnaminson. Mayor Tait indicated there were discussions in the past

regarding joining but nothing happened. Mayor Tait asked Mr. Kelly to share the contact information with Dr. Cloud chairman of the Green Team.

Seeing no other comments Mayor Tait requested a motion to close the public comment portion. Mrs. Russell made a motion to close the public comment portion. Mrs. McCann second the motion.

All members present voted in favor of the motion.

ORDINANCE ON FIRST READING_ Public Hearing September 19th, 2021

Ordinance 2022-07, An Ordinance to Establish Registration Rules and Regulations for properties that are the subject of Foreclosure Proceedings

Mr. Rosenberg stated the ordinance was required due to recent legislative changes. Mr. Rosenberg explained. Mr. Rosenberg stated, that perhaps we should continue to hold this ordinance in abeyance, keep it on the to do list and see how it plays out in the courts and with municipalities. Mr. Rosenberg indicated that we wait before passing. There was discussion regarding the current ordinance and its implementation.

Mayor Tait stated the ordinance would be tabled until additional information could be obtained.

ORDINANCES ON SECOND READING Public Hearing

Ordinance 2022-05, Borough of Palmyra Bond Ordinance Providing for the Various 2022 Capital Improvements by and in the Borough of Palmyra, In the County of Burlington, State of New Jersey; Appropriating \$1,612,000.00 Therefore and Authorizing the Issuance of \$1,429,275.00 Bonds or Notes of the Borough of Palmyra to Finance Part of the Cost Thereof

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. Mrs. McCann second the motion.

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

Mayor Tait requested comments:

Seeing no comments Mayor Tait requested a motion to close the public comment portion. Mrs. Russell made a motion to close the public comment portion. Mrs. McCann second the motion.

Mayor Tait requested a motion to approve Ordinance 2022-05.

Mrs. Russell made a motion to approve Ordinance 2022-05. Mrs. McCann second the motion.

At the call of the roll, the vote was:

INFAVOR: Mr. Allmond, Dr. Cloud, Ms. Latimore, Mrs. McCann, Mrs. Russell

AGAINST: None

Motion carried. Ordinance 2022-05 was approved.

Ordinance 2022-06, Borough of Palmyra Bond Ordinance Providing for Various 2022 Sewer Utility Improvements, By and In the Borough of Palmyra, In the County of Burlington, State of New Jersey; Appropriating \$1,870,000.00 Therefor from the Sewer Utility of the Borough and Authorizing the Issuance of \$1,870,000.00 in Bonds or Notes of the Borough to Finance Part of the Cost thereof.

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. Mrs. McCann second the motion.

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

Mayor Tait requested comments.

Seeing no comments Mayor Tait requested a motion to close the public comment portion. Mrs. Russell made a motion to close the public comment portion. Mrs. McCann second the motion.

Mayor Tait requested a motion to approve Ordinance 2022-06.

Mrs. Russell made a motion to approve Ordinance 2022-06 Mrs. McCann second the motion.

At the call of the roll, the vote was:

INFAVOR: Mr. Allmond, Dr. Cloud, Ms. Latimore, Mrs. McCann, Mrs. Russell

AGAINST: None

Motion carried. Ordinance 2022-06 was approved.

RESOLUTIONS

Mayor Tait stated **Resolution 2022-157** thru **Resolution 2022-162** will be enacted as a single motion, if any resolution needed additional discussion, it will be removed from the consent agenda and voted on separately. Mayor Tait asked if any resolutions needed to be removed, seeing none she read the following resolutions into the record:

Resolution 2022-157, Resolution Approving the Release of a Bond Submitted by Richard Greco Regarding a Minor Subdivision for Block 18.01, Lot 1, 1.01, 2, 2.02, 2.03, and 2.04

Resolution 2022-158, Resolution Awarding a contract to ERI Environmental Resolutions, Inc. for engineering services for the HVAC System Preventive Maintenance Contract for 2023 per their proposal dated July 20, 2022 in the amount of \$5,000.00

Resolution 2022-159, Resolution Awarding a contract to ERI Environmental Resolutions, Inc. for engineering services for the 2023 On Call Contracting Services per their proposal dated July 20, 2022 in the amount of \$6,500.00.

Resolution 2022-160, Resolution Authorizing the Extension of the Grace Period for 2022 Third Quarter Property Taxes

Resolution 2022-161, Resolution of Governing Body Acknowledging Receipt of and Certification of the 2021 Annual Audit

Resolution 2022-162, Resolution Authorizing Payment of August bills in the amount of \$1,279,319.37. Mayor Tait requested a motion to approve Resolutions 2022-157 thru Resolutions 2022-162.

Mr. Allmond made a motion to approve Resolutions 2022-157 thru Resolution 2022-162. Mrs. McCann second the motion.

At the call of the roll, the vote was:

INFAVOR: Mr. Allmond, Dr. Cloud, Ms. Latimore, Mrs. McCann, Mrs. Russell

AGAINST: None

Motion carried. Resolution 2022-157 thru Resolution 2022-162 were approved.

MOTION TO APPROVE TREASURERS' REPORTS

Mayor Tait requested a motion to approve the Treasurer's Report for July 2022. Mrs. Russell made a motion to approve the Treasurer's Report for July 2022. Mrs. McCann second the motion.

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

PUBLIC EVENTS

Chief Campbell stated the Palmyra Police Association will be hosting CPR Training Class on August 18th, 2022 in the Ambulance Association Building from 6:00 pm to 9:00 pm. Chief Campbell indicated the Pop=Up Block parties in the park last week went well.

Mrs. Russell stated the Town wide Yard Sale will be held on September 17th, 2022, noting that the rain date would be September 18th, 2022. Mrs. Russell noted that she was thinking of having everyone who sign up to come and pick up a sign or two when they register. Mrs. Russell indicated she would let all know when she had additional information. Mrs. McCann and Ms. Latimore indicated they would help with placing signs out in the community.

Mayor Tait noted the Burlington County Board of Health will be holding a Flu Shot Clinic on October 27, 2022 at Palmyra Community Center. Mayor Tait indicated she had also been contacted by the Palmyra Pharmacy in regarding to hosting a vaccine clinic.

Mayor Tait noted that Senator Singleton indicated they will be giving away free haircuts on September 3rd, 2022, between 8:00 am and 4:00 pm at Mongel Barber Shop at 1821 Cinnaminson Avenue.

Mayor Tait noted the Harbour will be celebrating it's 50 years on September 23rd, 2022.

DISCUSSION ITEMS

Mr. Gural indicated we have advertised several times and have not received a qualified applicant. Mr. Gural indicated we have a staff member who is qualified and has been filling in on a temporary basis. Mr. Gural indicated they were having conversations regarding them taking on the position on a permanent basis with additional pay. Mr. Gural indicate indicational information would follow.

Mr. Gural stated, trash collection is frustrating and it just seems to be getting worst. Mr. Gural indicated we have withheld payment for two months, July and July. Mr. Gural indicated he met with Mr. Smalley a couple of weeks back and we tried to implement a new program with more communication and they again didn't follow thru. Mr. Gural indicated it is time to send the letter from Mr. Rosenberg. There was some additional discussion regarding the business and the inability of most trash companies to obtain qualified CDL drivers. There was discussion regarding various actions other municipalities are taking with Republic regarding the trash collection contracts and Republic's performance. There was discussion regarding inhouse collection and the various types of vehicles needed to perform in-house collection. Mr. Gural indicated he is currently working on the bid specifications for the upcoming contract, noting that our contract expires in March of 2023. There was additional discussion regarding CDL licensed drivers, non-collection of bulk trash in the upcoming contract and cost of trash collection vehicles.

Mayor Tait indicated she spoke with Joe Andl at the Bridge Commission regarding the closing of the bridge, pedestrian sidewalk, to foot traffic at night. Mayor Tait indicated Mr. Andl noted that the bridge is closed to pedestrian traffic at night due to many attempted jumping's. Mr. Andl noted that if someone wants to cross the bridge after 8:00 pm they just need to call the bridge police and they will transport them to the other side.

Mr. Gural indicated that as they worked thru the new Fire Department's policy, potential new hires, etc., that they learned that volunteer firefighters cannot also be paid firefighters. Mr. Gural indicated they have also been looking into a stipend program for the firefighter's where that are not considered employees but are paid in stipend to be available during the day. Mr. Gural indicated he will be meeting with counsel tomorrow regarding that new program and policy.

Mr. Gural stated that all staff is required to punch in/out requirements via the timeclocks provided. Mr. Gural noted that will also apply to the firefighters when hired, he noted he is working on an update to the current policy

Mr. Gural stated that CDL drivers are a premium, Mr. Gural noted that the current CDL licensed employees need to be retained. Mr. Gural indicated he will be proposing increases for our CDL licensed employees. Mr. Gural stated currently only two vehicles in our fleet require a CDL license to operate. Mr. Gural indicated we also need to look at our policy regarding the CDL license requirements.

Mr. Gural indicated that currently we have one full time Sewer employee. Mr. Gural indicated that to prepare for the future that we need to look amongst our currently employees to move someone over to the sewer department full time, some we have two, and prepare them for getting their various licenses to becoming sewer operators. There was some discussion regarding budgeting and the future of the Borough.

Mr. Rosenberg indicated the Think Pavers Hardscaping liquidated damages and final release has been completed.

Mr. Gural asked the governing body how they wished to proceed regarding the Community Center staffing. Ms. Latimore indicated at the last meeting the discussion was that due to budgetary constraints we are unable to staff the center at this time. There was some discussion regarding the various staffing needed within the Borough and trying to prioritize the various different positions that are needed, also the current budget and the delay in potential revenue due to the delay in completion of warehouse #1.

Mr. Gural indicated the admin committee, Mayor, Ms. Condo, Ms. Jackson all met with Mr. Nehilla for the audit exit conference. Mr. Gural noted that again there were no findings and our audit was good.

Ms. Condo request permission to attend the Government Finance Officers Association 2022 Conference to be held September 20-22 in Atlantic City. Ms. Condo is requesting a 3-night's stay. Mayor and council agreed it was ok for her to attend and stay.

Mr. Gural indicated vacation leave/accrual issues have been brought up at the state level; there is some question as to what the correct policy is and who it applies to. Mr. Gural indicated that one attorney opinion has been received and we are waiting for the opinion for another labor attorney. Mr. Gural indicated if the opinions differ, he will be back for governing body position, if the are the same it will be handled inhouse and our policy updated if necessary.

Mr. Gural indicated we received one day notice from the county regarding the spraying in various areas in Palmyra for mosquitos. Mr. Gural indicated that we received many complaints that residents were not notified prior to the spraying. Mr. Gural indicated that we have signed up for alerts from the county, regarding the mosquitos control program. Now be notified when they will be spraying and where in our area as well as other municipalities, they will be spaying so the information can be disseminated to the public in a timelier manner.

Mayor Tait stated the PIA has submitted the necessary paperwork for use of Chief Payton Flournoy Park for the Porch Walk Music Festival Day end concert; Mayor Tait indicated the event will take place from 6:00 pm to 9:00 pm. Mayor asked if everyone was ok with the event being held in the park. Council indicated it was ok to proceed.

Mr. Gural stated the Borough has many surplus vehicles. Mr. Gural indicated the first step in the process is to identify and declare them surplus property by resolution. Mr. Gural indicated he would be sending a memo to all department heads requesting they identify all surplus property. Mr. Gural stated he would have a resolution for the next meeting.

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.

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/code revisions - Zoning/Land Development Ordinance amendments

Alcoholic Beverage Consumption in Public Spaces

PPPM Policy updates

Sewer Lateral Policy & water usage-based billing

Vehicles and Gasoline

MAYOR / COUNCIL COMMITTEE REPORTS AND COMMENTS

Mr. Allmond- no comment

Dr. Cloud – no comment

Ms. Latimore – no comment

Mrs. McCann– Mrs. McCann thanked the Police Department for the Pop-up Block party lasted week. Mrs. McCann also thanked public works for their hard work during the past week.

Mrs. Russell – no comment

Mayor Tait – Mr. Tait indicated that in September Schwering's will be celebrating 100 years of service to the community. Mayor Tait stated she had talked with the owner noting that the Borough would like to do something to help with that celebration. After some discussion it was decided a banner or flag noting their service span would be appreciated. Mayor Tait asked if council would agree to same. Council agreed and Mayor Tait indicated she would get pricing and get back to Council with proofs. Mayor Tait noted the Harbour Condo Association will be celebrating their 50th year anniversary on September 23rd, 2022 and would like to see the governing body in attendance.

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

Resolution 2022-163, 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:

Litigation

Mayor Tait requested a motion to approve Resolution 2022-163. Mrs. Russell made a motion to

approve Resolution 2022-163. Mrs. McCann second the motion.

At the call of the roll, the vote was:

INFAVOR: Mr. Allmond, Dr. Cloud, Ms. Latimore, Mrs. McCann, Mrs. Russell

AGAINST: None

Resolution 2022-163 was approved

Into closed at 8:21 pm

Out of closed at 8:50 pm

Mayor Tait requested a motion to open to public. Mrs. Russell made a motion to open to the public. Ms. Latimore second the motion.

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

ADJOURNMENT

Mayor Tait asked for a motion to adjourn. Mrs. Russell made a motion to adjourn the meeting. Mrs. McCann second the motion.

All voted in favor of the motion. Motion Carried

Meeting adjourned at 8:51 PM

Doretha R Jackson, RMC

Municipal Clerk

Approved: September 19, 2022