

Borough of Palmyra
Regular Council Meeting Minutes
Monday, October 17th, 2022 6:30 PM

CALL TO ORDER

The Regular Council Meeting of the Borough Council of the Borough of Palmyra was called to order by Mayor Tait at 6:33 PM.

ROLL CALL

At the call of the roll:

PRESENT: Dr. Laura Cloud, Natashia Latimore, Michelle McCann, Bernadette Russell, President Timothy Howard, Mayor Gina Ragomo Tait

ABSENT: Brandon Allmond

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.

Mayor Tait requested a motion for approval of October 3rd, 2022 – Council Caucus Meeting Minutes President Howard made a motion to approve the minutes from the October 3rd, 2022- Council Caucus Meeting Minutes. Dr. Cloud second the motion.

At the call of the roll the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mrs. McCann, President Howard

AGAINST: None

ABSTAIN: Mrs. Russell

Motion Carried

Mayor Tait requested a motion for approval October 3rd, 2022– Executive Session Meeting Minutes

President Howard made a motion to approve the minutes from the October 3rd, 2022 – Executive Session Meeting Minutes. Dr. Cloud second the motion.

At the call of the roll the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mrs. McCann, President Howard

AGAINST: None

ABSTAIN: Mrs. Russell

Motion Carried

CORRESPONDENCE

Municipal Clerk, Doretha Jackson acknowledged the following correspondence:

Letter – Josh Ross, Crossing Guard

Mayor Tait requested a motion to accept the resignation letter of Josh Ross. President Howard made a motion to accept the resignation letter of Josh Ross. Mrs. McCann second the motion.

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

Email- Meghan Campbell, Chief of Police

Mayor Tait requested a motion to accept the resignation/retirement email of Chief Meghan Campbell.

Mrs. Russell made a motion to accept the resignation/retirement email of Chief Meghan Campbell.

President Howard second the motion.

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

Mrs. Russell noted an email received from Parkers' Flowers regarding the amounts of trash at Chief Flournoy Park, Wawa, and the cemetery. Mrs. Russell indicated she, John and Mike went over and picked it up. Mayor Tait indicated she would reach out to them and thank them for their efforts.

REDEVELOPMENT

Rt. 73 South Redevelopment Area- Project Update

Mr. Valessi indicated the site work is continuing at the project and they are also working on storm sewer installation and concrete installation. Mr. Valessi indicated the redeveloper is requesting a certificate of acceptance, different than a certificate of occupancy or Temporary certificate of occupancy due to legal obligations. Mr. Valessi indicated they would be requesting it around November 15th, 2022. Mr. Gural asked Mr. Brewer if the redeveloper was obligated to begin payments on the pilot if the certificate of acceptance was issued. Mr. Brewer indicated no. Mr. Rosenberg indicated there could be problems and the engineer should work closely with Mr. Brewer as to the issuance of the certificate of acceptance. There was some additional discussion regarding the significance of the certificate of acceptance.

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

Mr. Brewer indicated the Outlaw Investment Group; LLC will be before the Land Use Board next week. Mr. Rosenberg asked Mr. Brewer what the status of the additional funding due was for Outlaw fitness. Mr. Brewer stated that Outlaw has indicated they are ready to proceed. Mr. Brewer noted some additional requirements regarding tax payments and amounts. Mr. Gural indicated he would talk to Ms. Johns regarding the over payment or payment made to their tax account.

Elm Office LLC, 321 E. Broad Street Project -Update

Mr. Brewer stated the draft redevelopment agreement is with Elm Office, LLC and he is waiting for comments from them for final preparation of the agreement.

PROFESSIONAL UPDATES

William Kirchner, ERI

Mr. Kirchner explained the two resolutions on the agenda for approval. Mr. Kirchner indicated the Bird Dog is back on track however all the materials will not be available to start the Temple and Firth Lane portion of the reconstruction of Temple Blvd until sometime around Christmas weather permitting. Mr. Kirchner indicated that in accordance with the TAP Grant requirements we have until September of 2023 to have the project complete. Mr. Kirchner stated that on Wednesday and Thursday on this week a contractor will be in to jet vacuum out of the storm drains between Leconey Circle and Firth Lane due to there being about twelve inches of sand and grit in those drains. Mr. Kirchner noted that public works tried to clean them out, but our equipment is not able to handle that amount of debris. Mr. Kirchner noted a built up in an outlet on Parry which will be addressed in next year's budget.

PUBLIC COMMENT

We requested those wishing to have or make a Public comment, email their questions or comments in advance of the meeting to Municipal Clerk Rita Jackson at djackson@boroughofpalmyra.com. The opportunity to submit comments prior to meeting expired at 2:00 PM on October 17th 2022. All comments are part of the record and included with these 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.

Seeing no one wishing to make a comment, Mayor Tait asked for a motion to close 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

ORDINANCE ON SECOND READING Public Hearing

Ordinance 2022-07, An Ordinance of the Borough of Palmyra Regarding Payout of Accumulated Sick Leave Upon Voluntary Retirement

Mayor Tait asked for a motion to open to the Public for comments Mrs. Russell made a motion to open to the public for comments. President Howard second the motion.

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

Mayor Tait asked if any comments, seeing none. Mayor Tait asked for a motion to close 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 requested a motion to approve Ordinance 2022-07.

Mrs. Russell made a motion to approve Ordinance 2022-07 President Howard second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard

AGAINST: None

Absent: Mr. Allmond

Motion carried. Ordinance 2022-07 was approved.

Ordinance 2022-08, An Ordinance Appropriating the sum of \$15,000.00 available from Capital Surplus for the Purchase of a rear load Trash Truck

Mayor Tait asked for a motion to open to the Public for comments Mrs. Russell made a motion to open to the public for comments. President Howard second the motion.

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

Mayor Tait asked if any comments, seeing none. Mayor Tait asked for a motion to close to the Public for comments. President Howard made a motion to open the public portion for comments. Mrs. Russell second the motion.

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

Mayor Tait requested a motion to approve Ordinance 2022-08.

President Howard made a motion to approve Ordinance 2022-08. Dr. Cloud second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mrs. McCann, President Howard

AGAINST: Mrs. Russell

Absent: Mr. Allmond

Motion carried. Ordinance 2022-08 was approved.

Mayor Tait announced that the **Public Hearing for Ordinance 2022-10 would be postponed to November 7th, 2022, meeting.**

Ordinance 2022-10, An Ordinance of Borough of Palmyra Providing for the special assessment against a portion of the property identified as block 156, lots 2,2.01,3.01,4.01,5.01& 6.01 (Future block 156, lot 2.03) in the Borough of Palmyra, in the county of Burlington, State of New Jersey, in the amount of \$3,000,000.00 for certain costs to be incurred in connection with an Affordable Housing Redevelopment Project on block 156, lot 1.02 (future block 156, lot 1.07) in the Borough of Palmyra, in the county of Burlington, Sate of New Jersey and Authorizing the execution of certain agreements in connection therewith.

RESOLUTIONS

Mayor Tait noted that Resolution **2022-182** thru Resolution **2022-191** 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 anything need to be removed. Seeing none mayor Tait read the following resolutions into the record:

Resolution **2022-182** thru Resolution **2022-191** 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.

Resolution 2022-182, Resolution Authorizing Change Order #1- to South State, Inc. with an increase in the Amount of \$55,855.17 for the Spring Garden Street Reconstruction Project making the total Adjusted Contract price \$404,855.17 per ERI's recommendation letter dated September 30th, 2022

Resolution 2022-183, Resolution Approving Latoria A. Smith-Winfert as an active member of the Palmyra Fire Department

Resolution 2022-184, Resolution Approving Amari Daylon Smith as an active member of the Palmyra Fire Department

Resolution 2022-185, Resolution of the Borough of Palmyra, County of Burlington authorizing a Lien be Placed on Block 13 Lot 11 for Failure to Comply with Property Maintenance Violations

Resolution 2022-186, Resolution Awarding a Contract to Gary Kemery, Snap-On in the Amount of \$19,005.00 for Various Equipment for Public Works per Quote Dated 4/11/2022 Subject to CFO Certification

Resolution 2022-187, Resolution Awarding contract to Environmental Resolutions, Inc. for engineering services for the Records Storage Building and site Improvements Project per their Proposal dated October 10th, 2022, in the amount of \$68,000.00.

Resolution 2022-188, Resolution of the Borough of Palmyra Approving the Settlement of Litigation Captioned Campbell vs Borough of Palmyra, ET ALS. Under Docket # BUR-L-1195-22

Resolution 2022-189, Resolution Authorizing Payment of October bills in the amount of \$1,696,651.09

Resolution 2022-190, Resolution to award a Contract to Groff Tractor Mid Atlantic, LLC for the Purchase of a Case Wheel Loader in the amount of \$191,877.00 Under their Sourcewell Contract# 032119-CNH and in Accordance with NJSA 52:34-6.2 of the Local Public Contracts Law

Resolution 2022-191, Resolution Authorizing the Mayor to Execute an Agreement Between the Borough of Palmyra and Virtua Health, Inc./ Mobile Grocery Store (MGS” Regarding operating space for “MGS” to operate for the Term of one-year to expire October 31, 2022.

Mayor Tait requested a motion to approve the consent agenda. Mrs. Russell made a motion to approve Resolutions 2022-182 thru Resolution 2022-191. President Howard second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard

AGAINST: None

Motion carried.

Resolutions 2022-182 thru Resolution 2022-191 were approved.

MOTION TO APPROVE TREASURERS' REPORTS

Mayor Tait requested a motion to approve the Treasurer's Report for September 2022. President Howard made a motion to approve the Treasurer's Report for September 2022. Mrs. Russell second the motion.

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

MOTION FOR APPROVAL OF SOCIAL PERMIT

Mayor Tait requested a motion to approve the social permit request for Philly Leather Pride Night LTD, Charity Auction- November 13th, 2022.

Dr. Cloud made a motion to approve the social permit request of Philly Leather Pride Night, LTD- Charity Auction to be held on November 13th, 2022. Mrs. McCann second the motion

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

PUBLIC EVENTS

Mayor Tait stated the following events will be taking place in the community.

Flu Clinic- October 27, 2022, at the Palmyra Community Center between 10:00 am and 12:00 noon.

Virtua Mobile Grocery Store comes every Thursday between 2:00 pm to 3:30 pm in front of the Community Center. Mayor Tait noted the Halloween Parade would be back in person down Broad Street on Sunday October 30th, 2022. Dr. Cloud noted the Beach sweep being held October 22, 2022, at 7:30 am beginning at the Palmyra Nature Cove.

DISCUSSION ITEMS

Mr. Gural stated the Republic has slightly improved their services however there are still problems. Mr. Gural noted the bid specs are out for the new solid waste disposal contract, we have purchased one trash truck which needs some repairs and intend to purchase to new trucks by years end.

Mr. Gural stated he was waiting for additional information from the attorney regarding the Fire Department program/proposed policy.

Mr. Gural noted he is reviewing the time clock/punch in/out requirements policy with the attorney and should have an updated policy for council consideration soon. Mr. Gural noted the Ms. Condo is currently making sure that all time clock equipment is working properly.

Mr. Gural stated he had nothing new to report regarding parking enforcement and noted that we do not have the staff to properly address it at this point.

Mr. Gural indicated a list has been created of the surplus vehicles which will be sold on govdeals.com.

Mr. Gural stated he would have the resolution ready for council consideration in the upcoming meetings. Mr. Gural stated council has authorized the purchase of several vehicles once the funding is available. Mr. Gural indicated the public safety committee should meet and discussion how we are proceeding regarding those purchases.

Mr. Gural indicated the sewer conversion to water-usage based billing is still a consideration for council, noting that if approved it would take place next year.

Mr. Gural stated that the public safety committee met regarding the PPA/FOP grievance, and they are currently awaiting additional information from the attorneys.

Mr. Gural stated the COVID-19 policy is not being followed. Mr. Gural asked council what they wished to do with new hires. Mr. Gural indicated the current policy requires new hires to be vaccinated. After some discussion council decided the policy would remain in place as it currently is, and they would continue to monitor the situation. Mr. Gural stated he would send the current policy to the governing body so they could review it to make changes.

There was discussion regarding staffing the community center. It was decided the Borough would advertise, take applications, and look at the possibility of hiring a cleaning service to clean the building especially the gym on a daily basic. Mr. Gural indicated he would put together some numbers and report back.

Mr. Gural stated the RFP/RFQ proposals requests will be going out next week.

Mr. Gural stated this is the first week the Public Works & Sewer CDL licensed employees will see the increases in their pay. Mr. Gural noted that Mayor Tait had reached out to Mr. McGill regarding getting the other employees obtaining their CDL licenses noting that when they get them, they too will be entitled to the increase in pay.

Mr. Gural indicated that the Girl Scout Troop 23750 had reached out with a request to place a collection container in Borough Hall to collect clothes and food for the needy. Council agreed it would be ok for them to do.

ADMINISTRATORS REPORT

Mr. Gural stated that after extensively looking into the Health Insurance Fund, that we currently are not able to get into that program or any other program of that type.

Mr. Gural indicated that the trails grant will be affected by the eagle's nest so it does not make sense to apply for that grant this year, if all goes well, the restriction regarding the eagle's nest is lifted, we should be able to apply next year.

Mr. Gural indicated, for your information, the report of tax sale was emailed to everyone earlier in the day.

Mr. Gural indicated the best practices checklist is due November 10th, 2022. Mr. Gural noted that because the meeting is an early meeting and a shorter meeting due to the election being the next day, the best practices checklist will be presented at the following meeting but will be submitted as required by November 10th, 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

Ordinance establishing rules and regulations for properties subject to foreclosure proceedings

MAYOR / COUNCIL COMMITTEE REPORTS AND COMMENTS

Ms. Latimore – no comment

Mrs. McCann thanked the PIA and Police department for the Truck-or-Treat and Festival event, which the kids loved.

Mrs. Russell stated she attended the Casino night sponsored by FESSEE and they raised \$25,000.00 for Palmyra High School.

President Howard- no comment

Mayor Tait –no comment

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

Resolution 2022-192, 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:

Potential Litigation, Negotiations

Mayor Tait requested a motion to approve Resolution 2022-192. Mrs. Russell made a motion to approve Resolution 2022-192. President Howard second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard

AGAINST: None

Resolution 2022-192 was approved

Into closed at 7:42 pm

Out of closed at 7:59 pm

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

All voted in favor of the motion. Motion Carried

Meeting adjourned at 8:00 PM

Doretha R Jackson, RMC

Municipal Clerk

Approved: November 7, 2022