

**Borough of Palmyra**  
**Regular Council Meeting, 6:30 PM**  
**Monday, November 21<sup>st</sup>, 2022**

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: Natasha Latimore, Michelle McCann, President Timothy Howard, Mayor Gina Ragomo Tait

ABSENT: Brandon Allmond, Laura Cloud, Bernadette Russell

The Pledge of Allegiance was recited.

Mrs. Russell Arrived at 6:33 pm

**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 the November 7<sup>th</sup>,2022, Council Caucus Meeting Minutes.

President Howard made a motion to approve the minutes from the November 7<sup>th</sup>, 2022, Council Caucus Meeting Minutes. Mrs. Russell second the motion.

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

**INFAVOR: Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard**

**AGAINST: None**

**Motion Carried**

## **CORRESPONDENCE**

Mayor Tait acknowledged the following correspondence received:

Email- Leigh Bridge, President Palmyra Panthers Pop Warner Cheer

Mayor recognized the following children on reaching the accomplishment of:

1<sup>st</sup> place at the Regional Competition;

Sarah Bridge

Samantha DeLuca

Camryn Elliott

Alyssa Johnson

Ava Lippincott

Sara McDonald

David Merlo

Meara Moran

Mikaylah O'Neill

Charlotte Reis

## **REDEVELOPMENT**

### Rt. 73 South Redevelopment Area- Update

Mr. Gural indicated substantial completion is anticipated on the first warehouse on the southside of Rt 73. Mr. Gural stated that upon substantial completion we anticipate being eligible to receive the pilot payment. Mr. Gural noted that in accordance with the current schedule the redeveloper should have substantial completion by December 16<sup>th</sup>, 2022; noting that if it occurs that we will be able to anticipate as much of that pilot payment revenue in the 2023 budget.

Mr. Brewer indicated he had nothing additional to add.

Mr. Valesi stated the redeveloper is moving along, noting the following things are still outstanding; retaining wall construction, concrete flat work, access to trailer parking within the building itself, landscaping, and operational street lighting. Mr. Valesi indicated they would continue to monitor the progress and report back to the Borough.

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

Mr. Brewer noted the appearance of Outlaw Investment Group, LLC before the Land Use Board at their October 26<sup>th</sup>, 2022 meeting. Mr. Brewer noted the memorialization of their approval at the next Land Use Board meeting. Mr. Brewer stated they are working on the wording of the settlement of the litigation. Mr. Brewer indicated he is working with Outlaw regarding the \$10,000.00 loan, noting that the litigations should be finished shortly.

## ELM Office LLC, 321 E. Broad Street Project- Update

Mr. Brewer stated the Mayor had signed the final version of the redevelopment agreement, which he forwarded to ELM Office, LLC and we are waiting for their signature. Mr. Kirchner indicated he needed some sort of site plan to determine exactly where the easement will be needed for the sign. Mr. Kirchner noted no site plan has yet been submitted. Mr. Brewer noted they agreed to allowing for the sign on the property.

## **PROFESSIONAL UPDATES**

William Kirchner, ERI

Mr. Kirchner explained the two resolutions on the agenda for approval. Mr. Kirchner noted the completion of the 2022 Road Improvement program is complete aside from a few minor punch list items. Mr. Kirchner indicated we would pay the contractor and hold retainage until February or March to make sure there is no problem with ponding or issues on those roads. Mr. Kirchner stated he has collected all the information from the contractor of firth and temple project noting he is waiting for two more items and then he will ready to schedule the subcommittee meeting with Councilwomen McCann and Cloud regarding the park amenities.

## **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](mailto:djackson@boroughofpalmyra.com). The opportunity to submit comments prior to meeting expired at 2:00 PM on November 21<sup>st</sup>, 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 Ms. 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**

**Mr. Bauer– Cinnaminson Avenue** – Mr. Bauer indicated he still has blinding lighting coming from his neighbor's house. Mr. Bauer indicated he had spoken with the code enforcement officer several times and is waiting for his to get back to him regarding the lights. Mayor Tait indicated they would have Mr. Bellinger get in touch with him again.

**Ms. Holloway – Broad Street** – Mrs. Holloway noted the decorative street lights have been out for about seven months. Ms. Holloway stated she just wanted an update as to when they would be fixed. Mayor Tait indicated she had spoken with a rep from PSE&G and they were looking into it noting that she would follow up with them and get back to her. Mr. Gural stated the Borough paid for the lights but they are PSE&G's responsibility to maintain. Mr. Gural indicated he would look into it also. Mrs. Holloway indicated that public works did come down and weed whack the ground level but it still

needs to be cut at the top/ on the sloop. Mrs. Holloway also asked it was possible to cut down the trees down from Rt 73 to Orchard Avenue. Mr. Gural indicated he would look into it but he believed the trees do not belong to the Borough but are in the railroad right-of-way on a county road. Mr. Gural indicated he would look into it and get back to her. Mrs. Holloway asked about the Rodger Wilco property and the need for it to be clean up and the trees cut down. Mrs. Holloway indicated she has asked about that property being cleaned-up before and was told violations would be issued, but nothing has been done with the property. Mr. Gural indicated he would notify code enforcement regarding the matter, however if notices were or were not issued in the past, he had no knowledge and would have to follow-up with the code enforcement officer to find out. Mrs. Holloway asked when the next meeting was. Mayor Tait indicated December 5<sup>th</sup>, 2022.

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**

## **BEST PRACTICES INVENTORY PRESENTATION**

### 2022 Municipal Best Practices Inventory Presentation

Mr. Gural went over the 2022 Best Practices Inventory commenting and noting our responses for each item. After noting the responses to the various questions on the 2022 Best Practices inventory questioner he asked if there were questions regarding our responses. Mr. Gural indicated it was forwarded to the state by the required deadline, and our answers and score 31.5 make the Borough eligible for the full amount of state aid available.

## **ORDINANCE ON FIRST READING Public Hearing will be held on December 5<sup>th</sup>, 2022**

**Ordinance 2022-11**, An Ordinance to Establish Registration Rules and Regulations for Properties that are Subject of Foreclosure Proceedings

Mr. Rosenberg stated the State of NJ adopted legislation which required municipalities amend their ordinance regarding regulations for properties that are subject of foreclosure proceedings. Mr. Rosenberg noted that that requirement was to take place as of August 1, 2022. Mr. Rosenberg noted that he had prepared the ordinance however wished to wait to see how other municipalities would respond. Mr. Rosenberg noted that we are proceeding with the ordinance as written however noted that in the future we may have to adjust or change some things.

Mayor Tait requested a motion to approve Ordinance 2022-11.

Ms. Russell made a motion to approve Ordinance 2022-11. President Howard second the motion.

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

**INFAVOR: Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard**

**AGAINST: None**

**Absent: Mr. Allmond, Dr. Cloud**

**Motion carried. Ordinance 2022-11 was approved.**

Ordinance 2022-12, An ordinance of the Borough of Palmyra establishing the policies, requirements, and operating procedure for the Palmyra Fire Department Volunteer Participation and Stipend Program, effective January 1, 2023.

Mr. Gural noted that he will be adding to the ordinance; that those receiving stipends are not considered Borough employees.

Mayor Tait requested a motion to approve Ordinance 2022-12.

Mr. Russell made a motion to approve Ordinance 2022-12 with the notation noted by Mr. Gural. President Howard second the motion.

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

**INFAVOR: Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard**

**AGAINST: None**

**Absent: Mr. Allmond, Dr. Cloud**

**Motion carried. Ordinance 2022-12 was approved.**

Ordinance 2022-13, An ordinance of the Borough of Palmyra adopting an Amended Attendance and Tardiness Policy, Effective Date January 1, 2023

Mayor Tait requested a motion to approve Ordinance 2022-13.

President Howard made a motion to approve Ordinance 2022-13. Mrs. Russell second the motion.

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

**INFAVOR: Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard**

**AGAINST: None**

**Absent: Mr. Allmond, Dr. Cloud**

**Motion carried. Ordinance 2022-13 was approved.**

Ordinance 2022-14, An ordinance of the Borough of Palmyra adopting an Amended Timekeeping Policy, Effective January 1, 2023

Mayor Tait requested a motion to approve Ordinance 2022-14.

President Howard made a motion to approve Ordinance 2022-14 Mrs. Russell second the motion.

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

**INFAVOR: Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard**

**AGAINST: None**

**Absent: Mr. Allmond, Dr. Cloud**

**Motion carried. Ordinance 2022-14 was approved.**

Ordinance 2022-15 to Provide for and Determine the Rates and Ranges of Compensation of Each Employee and Officer of the Borough of Palmyra for the Remainder of Year 2022 and the Year 2023

Mayor Tait requested a motion to approve Ordinance 2022-10.

President Howard made a motion to approve Ordinance 2022-10 Mrs. Russell second the motion.

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

**INFAVOR: Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard**

**AGAINST: None**

**Absent: Mr. Allmond, Dr. Cloud**

**Motion carried. Ordinance 2022-15 was approved.**

## **RESOLUTIONS**

Mayor Tait asked if any resolution needed to be removed from the consent agenda for additional discussion. Mrs. Russell asked for Resolution 2022-202 be removed from the consent agenda for additional discussion.

Resolution **2022-200** thru **Resolution 2022-201** and **Resolution 2022-203** thru Resolution **2022-209** 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 2022-200**, Resolution Approving the issuance of Towing Contract permit to Hainesport Enterprises, Inc. DBA Helmrich Transportation effective January 1<sup>st</sup>, 2023 thru December 31<sup>st</sup>, 2024 in Accordance with Ordinance 2017-06 for the Borough of Palmyra

**Resolution 2022-201**, Resolution Authorizing the Cancellation of Taxes for a Totally Disabled Veteran at Block 16 Lot 10 for the tax year 2022 and Thereafter and Refunding Taxes already paid for 2022

**Resolution 2022-202**, Resolution Awarding a contract under the Sourcewell National Cooperative Purchasing Agreement to GranTurk Equipment Co., Inc., for one, New, Leach Labrie 25 Cu. Yd. 2R-111 Rear Loader trash truck per Quotation dated September 21, 2022 in the amount of \$276,429.33.

**Resolution 2022-203**, Resolution Awarding a contract to Vortex Services, LLC for Phase 1 Inspection of gravity sewer mains in the amount of \$76,700.00 per recommendation letter from ERI dated November 3<sup>rd</sup>, 2022

**Resolution 2022-204**, Resolution Awarding a contract to GranTurk Equipment Co., Inc., for the purchase a 2022 31-yard pre-owned automated refuse truck per ERI Bid Award Recommendation letter dated November 1, 2022 in the amount of \$345,500.

trash truck Gandturk

**Resolution 2022-205**, Resolution Requesting Approval of Item of Revenue and Appropriation N.J.S.A. 40A:4-87 (Chapter 159) ARP Firefighter Grant in the amount of \$26,000.00

**Resolution 2022-206**, Resolution Authorizing the Cancellation of sewer fees for 511 Kennedy St, 2097000-0, Block 130, Lot 10, retroactive to second half billing of 2020 and transferring payment made on September 13, 2021 in the amount of \$656.24 to 509 Kennedy St being Block 130, Lot 12, account# 2098000-0.

**Resolution 2022-207**, Resolution Authorizing a Capital Purchase Exceeding \$15,000.00 of a 2021 Ford Expedition with Additional Equipment in the Total Amount of \$44,940.38 Under NJ State Contract

#20-FLEET-01189 and NJ State Contract #17-FLEET-00719 per Quote from Winner Ford of Cherry Hill, New Jersey

\*\*\*Mr. Gural noted that the vehicles referred to in resolutions 2022-207 and 2022-08 are actually 2022 vehicles although the quote notes a 2021 vehicle. Mr. Gural indicated the quotes were earlier in the year and the company held over the pricing for the newer vehicles.

**Resolution 2022-208**, Resolution Authorizing a Capital Purchase Exceeding \$15,000.00 of a 2021 Ford Expedition with Winner Ford in the Amount of \$37,623.00 Under NJ State Contract #20-FLEET-01189 and Emergency Accessories & Installation for Additional Equipment in the Amount of \$15,847.85 Under NJ State Contract #17-FLEET-00764 per Quotes from Winner Ford and Emergency Accessories & Installation of Cherry Hill, NJ.

**Resolution 2022-209**, Resolution Authorizing Payment of November bills in the amount of \$2,421,511.88

Mr. Gural noted that the vehicles referred to in resolutions 2022-207 and 2022-08 are actually 2022 vehicles although the quote notes a 2021 vehicle. Mr. Gural indicated the quotes were earlier in the year and the company held over the pricing for the newer vehicles.

Mayor Tait asked for a motion to approve **Resolutions 2022-200** thru **Resolution 2022-201** and **Resolution 2022-203** thru **Resolution 2022-209**.

Mrs. Russell made a motion to approve Resolution 2022-200 thru Resolution 2022-201 and Resolutions 2022-203 thru Resolution 2022-209. President Howard second the motion.

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

**INFAVOR: Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard**

**AGAINST: None**

**Motion carried. Resolutions 2022-200, Resolution 2022-201 and Resolutions 2022-203 thru Resolution 2022-209 were approved.**

Mayor Tait then went back to **Resolution 2022-202**

**Resolution 2022-202**, Resolution Awarding a contract under the Sourcewell National Cooperative Purchasing Agreement to GranTurk Equipment Co., Inc., for one, New, Leach Labrie 25 Cu. Yd. 2R-111 Rear Loader trash truck per Quotation dated September 21, 2022 in the amount of \$276,429.33.

Mayor Tait asked for discussion and or comments

There was no discussion, no comments.

Mayor Tait asked for a motion to approve resolution 2022-202.

President Howard made a motion to approve Resolution 2022-202. Mrs. McCann second the motion.

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

**INFAVOR: Ms. Latimore, Mrs. McCann, President Howard**

**AGAINST: Mrs. Russell**

**Motion carried. Resolutions 2022-202 was approved.**

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

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

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

## **PUBLIC EVENTS**

Mayor Tait noted the following upcoming events:

Virtua Mobile Grocery Store on Thursdays from 2 pm to 3:30 pm

Santa Visit will be handling the Tree Lighting in Payton Flournoy Park on December 2<sup>nd</sup>, 2022 at 7:00 pm.

The Craft Bazar at Palmyra High School on December 3<sup>rd</sup>, 2022.

Senator Singleton's Coat Giveaway at the Community Center on December 3<sup>rd</sup>, 2022 at 10:00 am

Mrs. McCann noted the PIA "Winter Market" on Saturday November 26<sup>th</sup>, 2022 from 5:00 to 9:00 PM.

## **DISCUSSION ITEMS**

Mr. Gural stated that we still have ongoing issues with Republic. Mr. Gural noted the opening of bids on December 1, 2022 for the new solid waste disposal contract. Mr. Gural explained the latest addendum to the bid specs for the new contract. Mr. Gural noted that the base bid does not include bulk trash. Mr. Gural noted the first of two new trash trucks will be delivered on Wednesday of next week noting that the plans for trash collection are a work in progress.

Mr. Gural indicated there was nothing new to report regarding parking enforcement.

Mr. Gural indicated we are working on the surplus vehicles listing.

Mr. Gural noted that was nothing new to report regarding vacation leave and accrual issues.

Mr. Gural stated the vehicle purchases were awarded earlier and he suggested we work on getting the new sewer truck.

Mr. Gural indicated the PPA/FOP grievance issues is resolved; we are waiting for final word.

Mr. Gural indicated he is working on the updated COVID-19 policy and will forward to council when amended for consideration.

Mr. Gural stated the lien holder is requesting that we sell/reassign our municipal lien on 400 Arch Street to them so they can foreclose on the property and either sell it or put a house on it for sale. Mr. Gural noted that we have about \$31,000.00 in liens on the property, we spent \$17,000.00 to take it down and the remaining balance is interest and taxes due on the land and we may never see those monies. Mr. Gural noted the lien holder is offering us \$20,000.00 to purchase the lien. Mr. Gural asked for permission to sell the lien for the offering. Council agreed to accept the offer.



Mr. Gural explained the need for a Certified Public Works Manager noting that we haven't had one since around 2018 when the last one left. Mr. Gural noted that municipalities of our size are required, after a number, of years to have a CPWM. Mr. Gural noted we have relied on our Engineering firm who holds most of those credentials to fill the void. Mr. Gural noted that he is seeking permission to hire advertise for a CPWM. Council agreed.

Mr. Gural indicated the Chapter 92 – Liability Insurance for Business Owners/ Rental unit Owner's statue is in the packet, he noted that Mr. Rosenberg may be able to explain more. Mr. Rosenberg stated he had just looked it over but would ask for additional time to review and report back to the governing body.

### **ADMINISTRATORS REPORT**

Mr. Gural, he had no additional items to report.

### **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

PPM Policy updates

Sewer Lateral Policy & water usage-based billing

Vehicles and Gasoline

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

**Ms. Latimore** – Ms. Latimore indicated while attending the NJLM Conference, she spoke with an eye glass company and thought that a community event could be them coming out to offer services to those who make not have it, maybe in the spring. Ms. Latimore stated that she needed to obtain additional information and when received would report back to the governing body.

**Mrs. McCann**– Mrs. McCann thanked the Bread of Life Pantry and wished all a Happy Thanksgiving.

**Mrs. Russell** – Mrs. Russell wished everyone a Happy Thanksgiving.

**President Howard**- President Howard noted the passing of one of our senior residents. President Howard indicated he would like to see the program return where children are helping and interacting with our seniors. There was some discussion and it was decided to try to bring the program back.

President Howard indicated he would look into it. President Howard thanked Lt. Murphy for keeping the Public Safety Committee abreast of the going on within the Borough in a timely fashion.

Lt. Murphy asked if there was anything additional, they wished to be notified of? President Howard indicated he would get information from council and let him know. Lt. Murphy noted the meetings regarding the noise in the park in Philadelphia. Mayor Tait indicated she would like to set-up the meeting with the Harbour residents and the Philadelphia police department, so they can speak directly.

**Mayor Tait** –Mayor Tait indicated that she and Councilwoman Latimore had a very good conversation with a lady from the Board of Public Utilities regarding Comcast. Mayor Tait indicated the rep was willing to help and noted that we should get a petition together and she would let us know the next step. Mayor Tait also indicated that during the conference she found something which may help us with the cleaning of the community center. Mayor Tait explained and noted that she would get additional information back to the governing body.

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 2022-210, 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:

**Contract Negotiations**

Mayor Tait requested a motion to approve Resolution 2022-210. President Howard made a motion to approve Resolution 2022-210 Mrs. Russell second the motion.

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

**INFAVOR: Ms. Latimore, Mrs. McCann, Mrs. Russell, President Howard**

**AGAINST: None**

**Resolution 2022-210 was approved**

Into closed at 8:09 pm

Out of closed at 9:10 pm

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

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

Meeting adjourned at 9:11 PM

Doretha R Jackson, RMC

Municipal Clerk

Approved: December 5, 2022