

**Borough of Palmyra**  
**Council Caucus Meeting, 5:30 PM**  
**Monday, November 7<sup>th</sup>, 2022**

The Council Caucus Meeting of the Borough Council of the Borough of Palmyra was called to order by Mayor Tait at 5:33 PM.

**ROLL CALL**

At the call of the roll:

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

ABSENT: Laura Cloud, Bernadette Russell

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 the October 17<sup>th</sup>, 2022, Regular Council Meeting Minutes.

President Howard made a motion to approve the minutes from the October 17<sup>th</sup>, 2022, Regular Council Meeting Minutes. Mrs. McCann second the motion.

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

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

**AGAINST: None**

**Abstain: Mr. Allmond**

**Motion Carried**

Mayor Tait requested a motion for approval of the October 17<sup>th</sup>, 2022, Executive Session Meeting Minutes.

President Howard made a motion to approve the minutes from the October 17<sup>th</sup>, 2022, Executive Session Meeting Minutes. Mrs. McCann second the motion.

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

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

**AGAINST: None**

**Abstain: Mr. Allmond**

**Motion Carried**

**CORRESPONDENCE**

Municipal Clerk, Doretha Jackson acknowledged the following correspondence:

Letter, Latifah Sunkett, Cross Country Connection- Safe Routes to School Coordinator

**Resolution 2022-193**, Resolution Appointing Daniel Devlin to the Borough of Palmyra Police Department as Patrolman Effective November 8<sup>th</sup>, 2022 with an Annual salary of \$41,000.00 per the Terms in his conditional offer of employment

President Howard made a motion to approve Resolution 2022-193. Mrs. McCann second the motion.

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

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

**AGAINST: None**

**Motion Carried**

Mayor Tait then swore in Daniel Devlin

**Oath of Office** – Daniel Devlin, bible bring held by his brother Joseph Devlin, Officer of Willingboro Township.

Lt. Murphy introduced the some of the newer officers who, because of the pandemic had not meet the governing body in person;

Paul Gerstle came to Palmyra from the Camden City Police Department with a little over two years' experience; was appointed in December of 2021. Lt. Murphy noted that he filled in for Officer Kendall as SRO when Office Kendall was recovering from surgery also noting that he was assistant coach of PHS baseball.

John Begonja came to Palmyra from Wildwood Police Department and was appointed in December of 2021, noting his degree in business Management from Stockton University.

Matthew Maresca appointed in February of 2022 came from Little Egg Harbour Township and graduated from Camden County Police Academy, holds a degree in business from Stockton University and was a Class I and Class 2 Officer of the Wildwood Crest Police Department.

Antony Perkins began with the Borough of Palmyra as a Class 1 Officer when he was appointed in July of 2021. In February of 2022 he was appointed as a patrolman, noting that he was the first officer hired without certification and sent to the Police Academy. Antony is a graduate of Palmyra High School and hold a Bachelor's degree in Criminology and Sociality from Patterson University.

Christopher Henriques was appointed in June of 2021 as a Class I Officer. In July of 2022 he was appointed a patrolman and began his classes at the Police Academy; he will be graduating from the academy on December 15, 2022.

Lt. Murphy also noted the retirement of Officer Kendall and Detective Benedict at the end of this year, noting that they will be missed.

## **REDEVELOPMENT**

### Rt. 73 South Redevelopment Area- Update

Mr. Gural stated a revised schedule was received indicating substantial completion, making them eligible for a TCO on the warehouse around December 16<sup>th</sup>, 2022. Mr. Gural noted the pilot payment would be due at that point. Mr. Gural stated there has been a delay in the issuance of the permits for the second warehouse as they are waiting for an additional permit from DOT.

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

Mr. Gural noted the appearance of Outlaw Investment Group, LLC before the Land Use Board at their October 26<sup>th</sup>, 2022 meeting. Mr. Gural noted they received final approval based upon the engineer's acceptance of the undated plans. Mr. Brewer indicated he is working on the \$10,000.00 loan documents and working with the attorney to determine the tax credit due to Outlaw so the final numbers can be calculated to make the final payment due to the previous owner.

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

Mr. Brewer the final version of the redevelopment agreement is with EM Office, LLC and we are waiting for their signature noting that there is a resolution on the agenda tonight to authorize the Mayor to execute the agreement. Mr. Brewer indicated he is working on the easement for the sign and site plan for exact location on property.

## **PROFESSIONAL UPDATES**

### William Kirchner, ERI

Mr. Kirchner stated the paving for the 2022 Road program is complete. Mr. Kirchner noted that Mr. Kaluhiokalani made a landscape punch list for the contractor of the Veterans Memorial Park improvements project to complete. Mr. Kirchner indicated that currently we are beyond the growing season so those things will most likely be done in the spring.

Mrs. Russell arrived at the meeting 6:00 pm

### PHS STUDENT REPORTS

Ms. Gillespie reported the girls' soccer team won sectional finals and will be going to the regional's finals tomorrow; she noted the boys' soccer also went to the semi-finals. Ms. Gillespie stated the tennis team and cross-country track also completed their seasons. Ms. Gillespie noted the marching band placed second at the State Championship competition. Ms. Gillespie noted that Homecoming had just past and the Powder Puff game will be held November 22, 2022. Ms. Gillespie noted the Gay Straight Alliance will be getting together soon to host a movie night.

### 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 12:00 PM on November 7<sup>th</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 President Howard 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**

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. Ms. Latimore second the motion.

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

### ORDINANCE Public Hearing

**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.

Mayor Tait asked for a motion to open to the Public for comments on Ordinance 2022-10. President Howard made a motion to open the public portion for comments on Ordinance 2022-10. Mr. Allmond second the motion.

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

No one wishing to make a comment Mayor Tait asked for a motion to close to the Public for comments on Ordinance 2022-10. President Howard made a motion to close the public portion for comments on Ordinance 2022-10. Mr. Allmond second the motion.

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

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

President Howard made a motion to approve Ordinance 2022-10 Mr. Allmond second the motion.

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

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

**AGAINST: None**

**Absent: Dr. Cloud**

**Motion carried. Ordinance 2022-10 was approved.**

### **RESOLUTIONS**

Resolution **2022-194** thru and Resolution **2022-199** 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 2022-194**, Resolution Authorizing the Cancellation of Outstanding Checks from the Borough of Palmyra Municipal Court General Account

**Resolution 2022-195**, Resolution Authorizing the Cancellation of Municipal Certificate #20-00049 for Block 127, Lot 1

**Resolution 2022-196**, Resolution Authorizing the Issuance of Duplicate Tax Sale Certificate 18-00033

**Resolution 2022-197**, Resolution Authorizing the Refund of Overpayment to Sewer Account # 8820000-0 payable to Foundation Title, LLC

**Resolution 2022-198**, Resolution Authorizing the Refund of Various Tax account overpayments.

**Resolution 2022-199**, Resolution Authorizing the Execution of a Redevelopment Agreement Between the Borough of Palmyra and ELM Office, LLC pursuant to the Local Redevelopment and Housing Law N.J.S.A. 40A:12A-1 et.seq

Mayor Tait asked for a motion to approve resolutions 2022-194 thru resolution 2022-199.

President Howard made a motion to approve Resolutions 2022-194 thru resolution 2022-199. Mr. Allmond.

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

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

**AGAINST: None**

**Motion carried. Resolutions 2022-194 thru Resolution 2022-199 were approved.**

## **PUBLIC EVENTS**

Mayor Tait reminded everyone that the Virtua Mobile Grocery Store comes to the Community Center on Thursdays from 2 pm to 3:30 pm.

Mayor Tait noted that Senator Singleton's office will be hosting a student Coat Drive at Palmyra Community Center on December 3, 2022.

Mayor Tait reminded everyone the tomorrow is Election Day the polls open at 6:00 am and will remain open until 8:00 pm, Get out and Vote!

Ms. McCann stated that a Veteran's Breakfast is being held at Bethany Lutheran Church on Saturday November 12, 2022 at 8:00 am.

Mayor Tait stated that Santa will be coming to town on December 3<sup>rd</sup>, 2022.

## **DISCUSSION ITEMS**

Mr. Gural stated that we still have ongoing issues with Republic, however four companies including Republic have picked up the bid specs for the new service contract. Mr. Gural noted the opening of bids for the new trash trucks. Mr. Gural stated a resolution will be on the agenda next meeting to award the contract and we anticipate taking delivery by years end or the first of year. Mr. Gural indicated addendum #1 had been issued to the bid specs for the new trash service contract. Mr. Gural noted the hiring of additional CDL drivers as we get in the collection business. There was additional discussion regarding Republic and the bid specs regarding bulk trash collection.

Mr. Gural stated he had received a draft policy from the Fire Department which he forwarded to the Public Safety Committee and is under review. Mr. Gural indicated they are trying to have it completed by December 3<sup>rd</sup>, 2022. Mr. Gural noted that the Fire Department is proceeding with interviewing to determine the interest. Mr. Gural indicated they are contemplating a stipend like \$150.00 for an 8-hour day, for two people.

Mr. Gural stated the amended time clocks policy will be available for the next meeting.

Mr. Gural indicated he met with the public safety committee regarding the vehicle purchases however some changes had occurred. Mr. Gural indicated he would be meeting with them again regarding those purchases.

Mr. Gural noted the advertisement had been placed on the website for Community Center staffing personnel and we will be taking applications for those positions.

There was discussion regarding the date for the 2023 Reorganization Meeting. It was decided the 2023 reorganization meeting would be held Friday, January 6<sup>th</sup>, 2022 at 4:00 pm.

Lt. Murphy noted that the department is currently participating in "No Shave November".

During the months of November and December, the officers will be growing facial hair to raise awareness of all types of Cancer. Officers will be donating money normally spend on grooming and shaving supplies to bring awareness to those fighting the battle. Anyone wishing to help in this cause can get additional information on the Palmyra Police Department website, [www.palmyrapd.org](http://www.palmyrapd.org).

## **ADMINISTRATORS REPORT**

Mr. Gural stated the RFP/RFQ proposals requests have been sent and are due back December 1, 2022.

Mr. Gural stated the Best Practices Checklist for 2022 is complete and will be submitted by November 10<sup>th</sup>, 2022 as required. Mr. Gural noted the review of the Best Practices checklist will be at the next meeting November 21, 2022.

Mr. Gural noted the report of Mr. Kaluhiokalani regarding some of the trees in Veterans Memorial Park project.

## **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** – Mr. Allmond wished the candidates good luck in the upcoming elections.

**Ms. Latimore** – no comment

**Mrs. McCann**– no comment

**Mrs. Russell** – no comment

**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 no.

## **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 6:41 PM

Doretha R Jackson, RMC

Municipal Clerk

Approved: November 21, 2022