

CELEBRATING  
1923                      100 yrs.                      2023

Borough of Palmyra  
Council Caucus Meeting, 6:30 PM  
April 3<sup>rd</sup>, 2023  
A G E N D A

CALL TO ORDER

The Regular Council Meeting of the Borough Council of the Borough of Palmyra is hereby called to order.

ROLL CALL

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETINGS STATEMENT

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 13<sup>th</sup>, 2023.
- Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 11<sup>th</sup>, 2023.
- Notice to All Council Members.

APPROVAL OF MINUTES

March 6<sup>th</sup>, 2023 Council Caucus Meeting Minutes

March 6<sup>th</sup>, 2023 - Executive Session Meeting Minutes

CORRESPONDENCE

Letter- Paul Forlenza, MGA Burlington County Municipal JIF Insurance Fund

Letter- Richard Dreby, Borough of Palmyra Office of Emergency Management

REDEVELOPMENT

- Rt. 73 South Redevelopment Area- Update
- Outlaw Training & Fitness/620-622 Highland Ave Redevelopment Project – Update

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

### PROFESSIONAL UPDATES

Andrew Brewer, Maraziti, Falcon, LLP

William Kirchner, ERI

### PUBLIC COMMENT

Anyone wishing to make a public comment, **please sign in at the podium and state your name and address for the record.** Each citizen will be allotted up to **three (3) minutes** to speak, in order to allow everyone an opportunity to ask questions and express their opinions or concerns. All comments will become part of the record and included with the meeting minutes.

### ORDINANCE ON SECOND READING (Public Hearing)

**Ordinance 2023-02**, An Ordinance of Borough of Palmyra Amending Chapter 215 of the Code of the Borough of Palmyra Entitled “Sewers” increasing the Senior Discount

**Ordinance 2023-03**, An Ordinance of Borough of Palmyra, in the County of Burlington, State of New Jersey, Amending the Borough of Palmyra Code, to Establish “Business & Rental Unit Insurance Registration” as required by State Law.

### RESOLUTIONS

Resolution **2023-95** and Resolution **2023-99** thru and Resolution **2023-109** 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 2023-95**, Resolution of the Borough of Palmyra Approving the Agreement for payment in lieu of taxes for the Affordable Housing Site, Block 156, Lot 1.07 (formerly Lot 2 and part of Lot 1) and authorizing the Mayor to Execute same.

**Resolution 2023-99**, Resolution Authorizing two 2023 Turf Application Proposals from South Jersey Turf Consultants, LLC for Legion Field, and other park turf applications in the total amount of \$21,435.75 per their proposals dated March 15, 2023

**Resolution 2023-100**, Resolution Approving Participation with the State of New Jersey Federal Grant Program Administered by the Division of Criminal Justice, Department of Law, and Public Safety

**Resolution 2023-101**, Resolution Appointing Christiana Quinton as Community Center Scheduling Assistant effective April 1, 2023 at the rate of \$14.75 per the terms of her offer of employment dated March 8<sup>th</sup>, 2023

**Resolution 2023-102**, Resolution Authorizing Mayor Gina Ragomo Tait to Execute a MOU with Cinnaminson Township and the Borough of Riverton for the Tri-Boro CERT Services

**Resolution 2023-103**, Resolution Awarding a Contract to Witmer Public Safety Group, Inc. per Quote-QUO34669 in the amount of \$17,512.00 Dated 07/20/2022 for a Firefighter Gear Washer and Dryer Subject to Certification of CFO

**Resolution 2023-104**, Resolution Appointing Thomas Ewing as Tree Officer for the Borough of Palmyra effective upon completion of educational requirements and certification, with an increase of \$1.00 per hour.

**Resolution 2023-105**, Resolution Authorizing the Payment of March 2023 bills in the amount of \$1,919,167.12

**Resolution 2023-106**, Resolution Authorizing a Capital Purchase Exceeding \$15,000.00 of Computer Equipment in the total Amount of \$21,288.00 under New Jersey State Contract#19-TELE-00656 and Sourcewell Contract 081419-SHI per Quote from SHI International Corp of Somerset, NJ dated December 19, 2022

**Resolution 2023-107**, Resolution Awarding a contract to Continental Fire and Safety Per Quote 22-2259 per New Jersey State Contract #17-FLEET-00805 in the amount of \$16,995.00 as a Capital purchase subject to certification of CFO

**Resolution 2023-108**, Resolution authorizing the purchase of additional emergency equipment from Winner Ford to further outfit the recently purchased Deputy Fire Chief's Ford Expedition in the amount of \$5,986.16 per their invoice dated November 29, 2022, to be charged to 2023 Budget Account No. 3-01-25-265-000-056 - Fire Prevention: Fire & Other Safety Equipment

**Resolution 2023-109**, Resolution Authorizing Change order #2 to South State, Inc. with a decrease in the amount of \$483.26 for the Spring Garden Street Reconstruction project making the total adjusted contract price \$404,371.91 per ERI's recommendation letter Dated March 29, 2023

## **PUBLIC EVENTS**

Virtua Mobile Grocery Store - Thursdays from 2:00 pm to 3:30 pm

Pet Registrations due for 2023- Rabies Clinic to be held in April 15, 2023

Downtown Clean-Up – April 29, 2023

Palmyra Downtown Safety Day – May 6, 2023

## **DISCUSSION ITEMS**

- Community Center Staffing
- Municipal Court Administrator
- Deputy Borough Clerk
- Sewer Salary Guide
- BOE offices – proposed use of Community Center/ Discussion with Superintendent Brian McBride

- YMCA Summer Camp proposed use of Community Center
- Trash collection – update
- Council Committee Changes
- 2023 Budget update and 2023 Salary Resolution – May 1st Adoption
- Planning Assistance Grant – Pedestrian/Bicycle access to Rt. 73 South Redevelopment Area
- Legion Field artificial turf replacement
- Senator Booker FY24 Congressionally Directed Spending application – PW Garage (eligible for 55% of \$1.2M est. cost)
- NJ Local Government Week - April 16-22

### ADMINISTRATORS REPORT

- 2023 Burl Co JIF Elected Officials Training
- Wizer Cyber Hygiene Training
- Misc. items as necessary

### ONGOING REMINDER PROJECTS

- 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
- Surplus Vehicles

### MAYOR / COUNCIL COMMITTEE REPORTS AND COMMENTS

Resolution 2023- 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:

### ADJOURNMENT

**\*\*\*Agenda is draft and subject to change as additional items may be added or deleted as necessary before meeting begins.**