

CELEBRATING
1923 100 yrs. 2023

Borough of Palmyra
Council Caucus Meeting Minutes
May 1st, 2023 at 6:30 pm

The Council Caucus Meeting of the Borough Council of the Borough of Palmyra was called to order by Mayor Tait at 6:39 PM.

ROLL CALL

At the call of the roll:

PRESENT: Natasha Latimore, John Liebe, Jessica O'Connor, President Timothy Howard, Mayor Gina Ragomo Tait

ABSENT: Dr. Laura Cloud, Michelle McCann

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

APPROVAL OF MINUTES

March 25th, 2023 – Budget Workshop Meeting Minutes

Mayor Tait requested a motion for approval of the March 25th, 2023 Budget Workshop Meeting Minutes.

President Howard made a motion to approve the minutes from the March 25th, 2023 Budget Workshop Meeting Minutes. Ms. Latimore second the motion.

At the call of the roll the vote was:

INFAVOR: Ms. Latimore, Mr. Liebe, Jessica O'Connor, President Howard

AGAINST: None

Motion Carried

April 17th, 2023 - Executive Session Meeting Minutes

Mayor Tait requested a motion for approval of the April 17th, 2023 Executive Session Meeting Minutes. President Howard made a motion to approve the minutes from the April 17th, 2023 Executive Session Meeting Minutes. Ms. Latimore second the motion.

At the call of the roll the vote was:

INFAVOR: Ms. Latimore, Mr. Liebe, Jessica O'Connor

AGAINST: None

Abstain: President Howard

Motion Carried

CORRESPONDENCE

Clerk Jackson acknowledged the following correspondence:

Letter- Rev. Charlie Soper, Palmyra Police Chaplain

E-mail – Eric Souders, Senior Engineer-Railroad Engineering Safety Unit

E-mail – Tori Bearden, Project & research Specialist Sustainability Institute

Mayor Tait Requested a motion to accept Reverend Soper's letter of resignation as Palmyra Police Chaplain. President Howard made a motion to accept his letter of resignation. Ms. O'Connor second the motion.

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

REDEVELOPMENT

Rt. 73 South Redevelopment Area- Update

Mr. Rosenberg indicated we are very close to resolving the Fair Share Housing settlement agreement.

Mr. Rosenberg also noted we are very close to settling the construction agreement with Conifer for the affordable housing. Mr. Rosenberg indicated there are some items which need to be discussed in closed session.

Outlaw Investment Group, LLC/620-622 Highland Ave Redevelopment Project –Update

Mr. Gural indicated he will be meeting with the owner of Outlaw regarding outstanding Land Use Board fees later this week. Mr. Brewer indicated he had nothing new to report regarding the project.

ELM Office LLC, 321 E. Broad Street Property- Update

Mr. Gural and Mr. Brewer indicated they had nothing new to report.

PROFESSIONAL UPDATES

William Kirchner, ERI

Mr. Kirchner indicated they will be meeting with another company regarding the turf for replacement turf for legion field. Mr. Kirchner stated the underground storage portion of the project went in last week and the contractor is working on the underground electrical conduits that connect the sewer plant to the Berkley Avenue pump station. Mr. Kirchner indicated there will be some impact with traffic this week as some portion will need to be closed. President Howard asked where the water was currently going that the underground storage tank will hold. Mr. Kirchner explained.

Mr. Gural gave a brief synopsis of the 2023 Municipal Budget. He stated:

The 2023 budget was introduced on March 25th, 2023, the total of the budget is \$10,223,328.93.

Local Tax rate 1.38496 dollars per 100 dollars of the assessed value

the average home value assessment \$148,656.00

Tax increase is 3.2 cents / or \$50.44 or 2.51%

Total local purpose tax is \$2,058.83

2023 MUNICIPAL BUDGET

Resolution 2023-127, Resolution to Read the 2023 Budget by Title Only

Mayor Tait asked for a motion to approve **Resolutions 2023-127**.

President Howard made a motion to approve Resolutions 2023-127 Resolution to Read the 2023 Budget by Title only. Mr. Liebe second the motion.

At the call of the roll, the vote was:

INFAVOR: Ms. Latimore, Mr. Liebe, Ms. O'Connor, President Howard

AGAINST: None

Motion carried. Resolution 2023-127 was approved.

Resolution 2023-128, Resolution Authorizing the self-examination of the 2023 Budget.

Mayor Tait asked for a motion to approve **Resolution 2023-128**,

President Howard made a motion to approve Resolution 2023-128 Authorizing the Self-examination of the 2023 Budget. Mr. Liebe second the motion.

At the call of the roll, the vote was:

INFAVOR: Ms. Latimore, Mr. Liebe, Ms. O'Connor, President Howard

AGAINST: None

Motion carried. Resolution 2023-128 was approved.

Public Hearing 2023 Municipal Budget

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. O'Connor second the motion.

There were no questions or comments regarding the budget.

Mayor Tait asked for a motion to closed to the Public for comments President Howard made a motion to closed the public portion for comments. Ms. Latimore second the motion.

Resolution 2023-129, Resolution Authorizing the Adoption of the 2023 Municipal Budget

Mayor Tait asked for a motion to approve **Resolutions 2023-129** Resolution Authorizing adoption of the 2023 Municipal Budget.

President Howard made a motion to approve Resolutions 2023-129 Resolution Authorizing Adoption of the 2023 Municipal Budget. Ms. O'Connor second the motion.

At the call of the roll, the vote was:

INFAVOR: Ms. Latimore, Mr. Liebe, Ms. O'Connor, President Howard

AGAINST: None

Motion carried. Resolution 2023-129 was approved.

PUBLIC COMMENT

Mayor Tait asked anyone wishing to make a comment, to sign in at the podium and state your name and address for the record, noting that all comments would become part of the record and included with the 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. Ms. O'Connor second the motion.

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

Mrs. Veitenheimer – Rowland Street – Ms. Veitenheimer asked what Ordinance 2023-05 regarding the turf field at Legion Field was for.

Mayor Tait and Mr. Gural explained this is a stop gap measure to have the funding in place to get the field completed along with the grant funding and pay the balance until the redeveloper gives us the \$600,000.00 to reimburse this funding. R. Gural noted this is putting the funding in place not actually spending it.

No one else from the public wishing to be heard, Mayor Tait asked for a motion to close the public portion. President Howard made a motion to close the public portion. Ms. Latimore second the motion.

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

ORDINANCE ON FIRST READING - Public Hearing June 15, 2023

Ordinance 2023-05, Bond Ordinance Providing for Various Improvements to Legion Field by and in the Borough of Palmyra in the County of Burlington, State of New Jersey; Appropriating \$425,000.00 Therefor and Authorizing the Issuance of \$403,750.00 Bonds or Notes of the Borough to Finance Part of the cost Thereof.

Comments

Mayor Tait requested a motion to approve Ordinance 2023-05.

President Howard made a motion to approve Ordinance 2023-05. Mr. Liebe seconded the motion.

At the call of the roll, the vote was:

INFAVOR: Ms. Latimore, Mr. Liebe, Ms. O'Connor, President Howard

AGAINST: None

ABSENT: Dr. Cloud, Mrs. McCann

Motion carried. Ordinance 2023-05 was approved.

Mayor Tait pulled Resolutions 2023-131, Resolution 2023-132, and Resolution 2023-132 from the consent agenda to be immediately acted upon:

Mayor Tait read the following Resolutions into the record:

Resolution 2023-131, Resolution Appointing Giovanni Leone to the Borough of Palmyra Police Department Effective May 1st, 2023, with an annual salary of \$46,500.00 and a conditional \$2,000.00 sign on bonus.

Resolution 2023-132, Resolution Appointing Gerald Griffin as part-time Class 1 Officer to the Borough of Palmyra Police Department at the rate of \$15.00 per hour per not to exceed 28 hours per week per his offer of employment.

Resolution 2023-133, Resolution Appointing Shawn Benedict as part-time Special Law Enforcement Officer Class II for the Palmyra Police Department at the rate of \$25.00 per hour not to exceed 28 hours per week effective May 1st, 2023, per the terms of his offer of employment.

Mayor Tait asked for a motion to approve **Resolutions 2023-131 thru Resolution 2023-133**.

President Howard made a motion to approve Resolutions 2023-131 thru Resolution 2023-133. Mr. Liebe second the motion.

At the call of the roll, the vote was:

INFAVOR: Ms. Latimore, Mr. Liebe, Ms. O'Connor, President Howard

AGAINST: None

Motion carried. Resolution 2023-131 thru Resolution 2023-133 were approved.

Lt. Murphy introduced Officer Giovanni Leone, Evidence Management Tech – Shawn Benedict and Class 1 Officer Gerald Griffin.

Mayor Tait then swore in Officer Giovanni Leone who was accompanied by his wife.

RESOLUTIONS

Resolution **2023-130 thru** and Resolutions **2023-134 thru 2023-140** 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.

Mayor Tait asked if anything other resolutions needed to be removed, seeing none Mayor Tait read the following Resolutions into the record:

Resolution 2023-130, Resolution of the Borough of Palmyra Establishing the Annual Rates of Compensation and/or Hourly rates paid to Borough Employees for the Year 2023

Resolution 2023-134, Resolution Requesting Approval of Item of Revenue and Appropriation N.J.S.A. 40A: 4-87 (Chapter 159) Tactical Body Armor Grant in the amount of \$1,359.48.

Resolution 2023-135, Resolution Requesting Approval of Item of Revenue and Appropriation N.J.S.A. 40A: 4-87 (Chapter 159) NJDOT Grant – Mun Court Alcohol Ed and Rehabilitation Grant in the amount of \$315.86.

Resolution 2023-136, Resolution Requesting Approval of Item of Revenue and Appropriation N.J.S.A. 40A: 4-87 (Chapter 159) 2020 Recycling Grant in the amount of \$10,183.08.

Resolution 2023-137, Resolution Requesting Approval of Item of Revenue and Appropriation N.J.S.A. 40A: 4-87 (Chapter 159) NJDOT Grant – Fourth Avenue- in the amount of \$316,870.00.

Resolution 2023-138, Resolution Authorizing an Award to Iron Studio for Fabrication of Custom Metal Sign Structure for the Temple Garden Project in the Amount of \$24,200.00 pursuant to estimate #13483 dated April 17, 2023.

Resolution 2023-139, Resolution Approving Nathan C Collins as a member of the Junior Firefighters Auxiliary to the Palmyra Fire Department

Resolution 2023-140, Resolution authorizing an Agreement between the Borough of Palmyra and the Greater Philadelphia YMCA for the operation of a Summer Day Camp Program for children entering grades 3 to 5, during Summer 2023, which is to be free of charge for all attendees, and with Children residing in Palmyra having priority to admission into the Program.

Mayor Tait asked for a motion to approve **Resolutions 2023-130 and Resolution 2023-134 thru Resolution 2023-140**.

President Howard made a motion to approve Resolutions 2023-130 and Resolution 2023-134 thru Resolution 2023-140. Mr. Liebe second the motion.

At the call of the roll, the vote was:

INFAVOR: Ms. Latimore, Mr. Liebe, Ms. O'Connor, President Howard

AGAINST: None

Motion carried. Resolution 2023-130 and Resolution 2023-134 thru Resolution 2023-140 were approved.

PUBLIC EVENTS

Mayor Tait announced the following upcoming events:

Mayor Tait stated the Virtua Mobile Grocery Store is in the Community Center parking lot on Thursdays from 2:00 pm to 3:30 pm.

Mayor Tait stated the Community Outreach for Noise Issues in Philadelphia Meeting will be held in the Community Center on Thursday May 4, 2023 7:00 pm.

Palmyra Downtown Safety Day will be held May 6, 2023.

Mayor Tait also noted the Infrastructure Improvements Outreach Meeting will be held Wednesday May 12, 2023 in the Community Center at 6:30 pm.

Mayor Tait noted the NAACP workshop to be held in the Community Center on May 18th, 2023 at 7:00 pm.

Mayor Tait stated the Townwide Yard sale will be held May 20, 2023.

Mayor Tait asked about the naming of the streets in the Redevelopment area. Mayor Tait noted that the committee had decided on Towhee Street and Hawk Lane/Avenue to begin with, stating that they are both bird names/types and they would continue that course if additional names are needed.

DISCUSSION ITEMS

Mr. Gural indicated we rehired one of our previous employees to again work in the community center, noting that we are still looking for one more person. Mr. Gural also noted that we continue to look for a Deputy Municipal Clerk.

Mr. Gural stated that several applications have been submitted for the Municipal Court Administrator position and interviews will be held on Wednesday May 3rd, 2023.

Mr. Gural indicated he is still working on the sewer salary guide and would have it completed soon.

Mr. Gural explained the proposed use of Community Center by the Board of Education noting that Sea box will be delivering a container on Thursday to store items from the community center. Mr.

Gural explained the proposal from the YMCA for use of the Community Center for Summer Camp.

Mr. Gural explained the camp would on take a specific number of children approximately 45-50 and would be completely free, noting that registration would be offered to our residents first, and would be for school aged children 9-12.

Mr. Gural stated he would be meeting with the Republican representatives on Wednesday. Mr. Gural also noted the new trash truck will be here tomorrow and we are hopeful to give Republic their required 90-day notice that we will begin picking up the trash in the Riverfront beginning July of 2023.

Mr. Gural indicated he would have additional information relating to the Stormwater Management Coordinator at next meeting.

Mr. Gural indicated the funding will be in place for the artificial turf field replacement and are looking to have the fields completed sometime this summer.

Mr. Gural explained the Bicycle & Pedestrian Planning study grant we received. Mr. Gural indicated it is a complex undertaking and Mr. Gerkens is spearheading it on our behalf. Mr. Gural indicated they also will be participating on Palmyra Day trying to obtain resident input into the project.

Mr. Gural indicated Sen. Cory Booker Congressionally Directed Spending request for Public Works garage has cleared some hurdles and hopefully we will receive that funding from the federal government, more to follow.

ADMINISTRATORS REPORT

Mr. Gural reminded all that the 2023 Burl Co JIF Elected Officials Training seminar is online as of today and needs to be completed.

Mr. Gural indicated the Financial Disclosure Statement filing for 2023 is due May 1, 2023.

MAYOR / COUNCIL COMMITTEE REPORTS AND COMMENTS

Ms. Latimore –no comment

Mr. Liebe -Mr. Liebe stated that many bags of trash were collected at the beach sweep two weeks ago.

Ms. O'Connor – Ms. O'Connor asked if new truck will be on display. Mr. Gural indicated it will be here at Borough Hall and on display Palmyra Day.

President Howard – President Howard thanked Lt. Murphy for finding the Class one officer. President Howard thanked the administrative staff for getting the Community Center staffing in place. President Howard indicated the YMCA Summer Camp is good for the residents.

Mayor Tait –Mayor Tait indicated the Juneteenth Celebration will be in Wood Park in Cinnaminson this year. Mayor Tait indicated we have booked one summer concert thus far and additional info will follow. Mayor Tait indicated she spoken with Sgt. Leusner regarding a movie night in the park for the kids. Mayor Tait noted that the Community Garden will start planting soon at both the back of the community center and down at the cove.

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

Resolution 2023-141 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, Contracts

Mayor Tait requested a motion to approve Resolution 2023-141. President Howard made a motion to approve Resolution 2023-141 Ms. O'Connor second the motion.

At the call of the roll, the vote was:

INFAVOR: Ms. Latimore, Mr. Liebe, Ms. O'Connor, President Howard

AGAINST: None

Resolution 2023-141 was approved

Into closed at 7:59 pm

Out of closed at 8:38 pm

Mayor Tait requested a motion to open to public. President Howard 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. President Howard made a motion to adjourn the meeting. Ms. O'Connor second the motion.

All voted in favor of the motion. Motion Carried

Meeting adjourned at 8:38 PM

Doretha R Jackson, RMC

Municipal Clerk

Approved: July 17, 2023