

CELEBRATING
1923 **100 yrs.** **2023**
Borough of Palmyra
Regular Council Meeting Minutes, 6:30 PM
Monday, August 21, 2023

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, John Liebe, Michelle McCann, Mayor Gina Ragomo Tait

ABSENT: Jessica O'Connor, President Timothy Howard

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

July 17th, 2023– Council Caucus Meeting Minutes

Mayor Tait requested a motion for approval of the July 17, 2023 Regular Council Meeting Minutes.

Mr. Liebe made a motion to approve the minutes from the July 17, 2023, Regular Council Meeting. Ms.

Latimore second the motion.

At the call of the roll the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

CORRESPONDENCE

Municipal Clerk Jackson acknowledged the following correspondence received:

Email from Sarah Moran

Email from Raykel Holloman

REDEVELOPMENT

Rt. 73 South Redevelopment Area- Update

Mr. Gural Stated the Borough was recognized by NJTP and other State Agencies for our Brownfields Redevelopment success story. Mr. Gural indicated the first warehouse project is in the final stages of completion noting that they are working on the punch list to obtain a permanent TCO. Mr. Gural noted the outstanding item which prevents them from obtaining the CO for the first warehouse, the electricity to the pump station. Mr. Gural stated they have begun clearing the site for the second warehouse. Mr. Gural stated the Sansone is working on a potential ground opening for the second warehouse. Mr. Rosenberg stated the application made by the affordable housing redeveloper was submitted to FHMA and they acknowledged that the application was complete. They are now looking at the financing to determine if the financing will be approved. Once this is complete, they can go to closing. the affordable housing redeveloper will then get the title to the property from the Borough.

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

Mr. Gural indicated he had nothing new to report.

Sea Box/ELM Office LLC, 321 E. Broad Street

Mr. Gural indicated he had nothing new to report.

PROFESSIONAL UPDATES

William Kirchner, ERI

Mr. Kirchner went over the resolutions on the agenda for approval. Mr. Kirchner stated that the Walnut/Henry Street improvement project and the 4th Street Road project are complete. Mr. Kirchner stated the Temple Project Road portion of the project is complete noting that the push button crosswalk is installed. Mr. Kirchner indicated the planting should be installed during the second week of September. Mr. Gural indicated that the council may wish to consider a ribbon cutting ceremony for late September or early October.

PUBLIC COMMENT

Please sign in at the podium and state your name and address for the record. All comments will become part of the record and included with the meeting minutes.

Mayor Tait asked for a motion to open to the Public for comments Mr. Liebe made a motion to open the public portion for comments. Dr. Cloud the motion.

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

Seeing no one wishing to make a comment, Mayor Tait asked for a motion to closed to the Public for comments Mr. Liebe made a motion to closed the public portion for comments. Dr. Cloud second the motion.

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

ORDINANCE ON FIRST READING (Public Hearing September 18, 2023)

Ordinance 2023-11, An Ordinance of the Borough of Palmyra to Amend the Borough of Palmyra Code to add Chapter 209, Titled “Lead Based Paint Inspections.”

Mr. Rosenberg indicated this is a requirement of the State being passed to all Municipalities. Mr. Rosenberg noted that we will offer the lead testing required or the homeowner can obtain their own as long as they produce the Lead Safe certification.

Mayor Tait requested a motion to approve Ordinance 2023-11.

Dr. Cloud made a motion to approve Ordinance 2023-11. Ms. Latimore second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Ordinance 2023-11 was approved.

Ordinance 2023-12, An Ordinance Appropriating the sum of \$600,000.00 now available from the redeveloper donation of \$600,000.00 which is hereby appropriated for the improvements to Youth Athletic and/or Recreational Facilities as determined by the Borough of Palmyra, in the County of Burlington, State of New Jersey,

Mr. Gural explained the reason for the ordinance, noting it is accepting the funding from the redeveloper and allowing us to spend it. Mr. Gural noted it is a fully funded capital improvement-improvements to youth athletics and or recreational facilities. Mr. Gural indicated the first thing being done with that funding is paying for the athletic turf field.

Mayor Tait requested a motion to approve Ordinance 2023-12.

Mr. Liebe made a motion to approve Ordinance 2023-12. Dr. Cloud second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Ordinance 2023-12 was approved.

Ordinance 2023-13, An Ordinance of the Borough of Palmyra to Authorize the Acceptance of a Deed from the Palmyra Cove Affordable Housing, LLC. Conveying the site upon which the Rt. 73 S. Affordable Housing Complex will be constructed, I.E. Block 156, Lot 107 on the Tax Map of Palmyra

Mayor Tait requested a motion to approve Ordinance 2023-013.

Dr. Cloud made a motion to approve Ordinance 2023-13. Ms. Latimore second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Ordinance 2023-13 was approved.

Ordinance 2023-14, Bond Ordinance Providing for Various 2023 Capital Improvements by and in the Borough of Palmyra, in the County of Burlington, State of New Jersey; Appropriating \$1,335,500.

Therefor and Authorizing the Issuance of \$1,254,725. Bonds or notes of the Borough to Finance Part of the Cost thereof

Mayor Tait requested a motion to approve Ordinance 2023-14.

Dr. Cloud made a motion to approve Ordinance 2023-14. Mrs. McCann second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Ordinance 2023-14 was approved.

Ordinance 2023-15 Bond Ordinance Providing for Various 2023 Sewer Utility Improvements by and in the Borough of Palmyra, in the County of Burlington, State of New Jersey Appropriating \$615,000.

Therefor from the Sewer Utility of the Borough and Authorizing the Issuance of \$615,000. In Bonds or Notes of the Borough to Finance part of the cost thereof.

Mayor Tait requested a motion to approve Ordinance 2023-15.

Dr. Cloud made a motion to approve Ordinance 2023-15. Ms. Latimore second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Ordinance 2023-15 was approved.

Ordinance 2023-16, An Ordinance of the Borough of Palmyra to Amend Chapter 43 of the Borough of Palmyra Code to Provide for the Promotion/Selection of a Chief of Police for the Borough of Palmyra

Mr. Gural stated that our attorney Mr. Ruderman indicated we should have a policy in regards to the promotion, hiring and or appointing a Chief of Police. Mr. Gural indicated Mr. Ruderman made suggestions and prepared the ordinance. Mr. Gural asked how the governing body felt about the section of the ordinance regarding minimum qualifications for the appointment of the position of Chief of Police. Mr. Gural noted it currently reads must have served as a member of the police department for a minimum of 10 years and must have combined service as a sergeant or lieutenant for

at least 5 years. Mr. Gural noted that Mr. Rosenberg thought they were long periods of time and that the governing body may wish to consolidate that or change it. There was some discussion, and it was decided it would be 7 years and 4 years respectively.

Mayor Tait requested a motion to approve Ordinance 2023-16.

Dr. Cloud made a motion to approve Ordinance 2023-16. Mrs. McCann second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Ordinance 2023-16 was approved.

ORDINANCES ON SECOND HEARING (Public Hearing)

Ordinance 2023-09, An Ordinance of the Borough of Palmyra Amending Ordinance 2022-11/Establishing Registration Rules and Regulations for Properties that are the subject of Foreclosure Proceedings

Mayor Tait asked for a motion to open to the Public for comments Mrs. McCann made a motion to open to the public for comments. Mr. Liebe second the motion.

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

Mayor Tait asked if there were any comments, seeing none. Mayor Tait asked for a motion to close to the Public for comments Mr. Liebe 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

Mayor Tait requested a motion to approve Ordinance 2023-09.

Ms. Latimore made a motion to approve Ordinance 2023-09. Dr. Cloud second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Ordinance 2023-09 was approved.

Ordinance 2023-10, An Ordinance of the Borough of Palmyra to Authorize the Execution of a Sanitary Sewer Utility Easement between the Borough of Palmyra as the Grantee and the Burlington County Bridge Commission as the Grantor for the Benefit of Sansone Urban Renewal Entity, LLC

Mr. Rosenberg indicated there is an error contained within the ordinance. Mr. Rosenberg explained, he stated, starting from the first whereas clause, and down six clauses: Mr. Rosenberg noted the change in the block and lot number due to the subdivision. Mr. Rosenberg stated that the paragraph should read

whereas SURE I is the owner of that certain real property situated within the Borough of Palmyra, as Block 156 Lot 1.08 (formerly lots 1 and 1.01 in Block 156) and shall be referred to as the beneficial user. Mr. Rosenberg stated he felt it was a non-substantive change, and there was no need to readvertise.

Mayor Tait asked for a motion to open to the Public for comments Dr. Cloud made a motion to open to the public for comments. Mrs. McCann second the motion.

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

Mayor Tait asked if there were any comments, seeing none. Mayor Tait asked for a motion to close to the Public for comments Dr. Cloud 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

Mayor Tait requested a motion to approve Ordinance 2023-10.

Dr. Cloud made a motion to approve Ordinance 2023-010. Ms. Latimore second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Ordinance 2023-10 was approved.

RESOLUTIONS

Resolution **2023-182** and Resolution **2023-197** thru Resolution **2023-215** 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 any resolution needed to be removed from the consent agenda for additional discussion. Mayor Tait requested resolution 2023-208 be removed and held for further discussion.

Resolution 2023-182, Resolution Awarding a contract to Environmental Resolutions, Inc. for Storm Sewer Assessment Project-Phase 1 Project per their proposal dated July 12, 2023, in the amount of \$52,500.00 per CFO Certification

Resolution 2023-197, Resolution Extending the Grace period for third Quarter Property Taxes

Resolution 2023-198, Resolution Authorizing Change Order #1 to Municipal Maintenance Co. with an increase in the amount of \$3,680.00 for the Palmyra Treatment Plant Emergency Generator Project making the total adjusted Contract price \$293,600.00 per ERI's Recommendation Letter dated August 3rd, 2023.

Resolution 2023-199, Resolution Authorizing Change Order #2 to Black Road Enterprises, LLC for the 2022 NJDOT Road Program in the increased Amount of \$19,653.05 making the new Contract Total

\$496,753.05 per Recommendation Letter Dated August 3rd, 2023 from Environmental Resolutions, Inc. Subject to CFO Certification.

Resolution 2023-200, Resolution Cancelling Unexpended Balances of Improvement Authorizations

Resolution 2023-201, Authorizing Mayor Tait to Execute a Contract for Professional Services-General Grant Administration of the 2022 Small Cities CDBG Housing Rehabilitation Grant subject to Certification of CFO

Resolution 2023-202, Appointing Latasha Jones as Community Center Scheduling Assistant effective August 21, 2023 at the rate of \$14.50 per hr. per the terms of her offer of employment dated August 10, 2023

Resolution 2023-203, Appointing Bob Salmons as Plumbing Subcode Official and Plumbing Inspector with an annual salary of \$20,000.00 retroactive to August 15, 2023 per the terms of his offer of employment.

Resolution 2023-204, Resolution Approving the application of Jewell Scott and Authorizing Handicap Parking Space Signage be Installed in front of 420 W Broad Street

Resolution 2023-205, Resolution Canceling Property Taxes on Block 156 Lot 1.02 for the 4th Quarter of year 2023

Resolution 2023-206, Resolution Awarding a Non-Fair and Open Contract to Komatsu for Tick Claw for WA200-8 in an amount not to exceed, \$20,432.00.

Resolution 2023-207, Appointing Jon Petite as a member of the Borough of Palmyra Shade Tree Advisory Board

Resolution 2023-209, Resolution Declaring Various items as Surplus Property to be auctioned on Govdeals.com

Resolution 2023-210, Resolution Canceling Property Taxes on Block 156 Lot 16 Qualifier B01 for the Year 2023

Resolution 2023-211, Resolution of the Borough of Palmyra, County of Burlington Authorizing a Lien be Placed on Block 34 Lot 3 for Emergency Board-Up Services

Resolution 2023-212, Appointing Steven DeAnnuntis as Electrical Subcode Official, Electrical Inspector and Mechanical Inspector with an annual salary of \$15,500.00 effective August 21, 2023, per the terms of his offer of employment.

Resolution 2023-213, Resolution Requesting Approval of an item of Revenue and Appropriation N.J.S.A. 40A:4-87 (Chapter 159) Safe and Secure Communities Grant Award in the amount of \$21,322.00.

Resolution 2023-214, Resolution Awarding a Contract to Pioneer General Contracting Co. Inc. per their Quote in the amount of \$37,000.00 for Miscellaneous Concrete Improvements Subject to Certification of CFO.

Resolution 2023-215, Resolution Authorizing the Payment of August 2023 bills in the amount of \$2,234,589.66.

Mayor Tait asked for a motion to approve **Resolutions 2023-183** and **Resolution 2023-197** thru **Resolution 2023-207** and **Resolution 2023-209** thru **Resolution 2023-215**.

Dr. Cloud made a motion to approve **Resolutions 2023-183** and **Resolution 2023-197** thru **Resolution 2023-207** and **Resolution 2023-209** thru **Resolution 2023-215**. Ms. Latimore second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Resolutions 2023-183 and Resolution 2023-197 thru Resolution 2023-207 and Resolution 2023-209 thru Resolution 2023-215 were approved.

Mayor Tait then went back to Resolution 203-208

Resolution 2023-208, Resolution Adopting the Collective Bargaining Agreement with the Palmyra Police Officers Association-FOP Lodge #2 for the Period of January 1,2024 thru December 31, 2027, and Authorizing the Mayor to execute the Collective Bargaining Agreement.

Mayor Tait indicated that to attract more officers to the Borough of Palmyra Police Department, she would like to up the Police sign on bonus. Mr. Gural indicated that we are currently paying \$1,000.00 for someone who has no experience and \$2,000.00 for someone who has already completed the academy. Mr. Gural indicated that the bonus requires they commit to the Borough/Palmyra Police Depart for six years and if they leave prior to that time they do have to pay it back. Mr. Gural also noted that if changed it would need to be negotiated with the Police Association as it would affect the contract. There was some discussion, and it was decided to change it to \$2,000.00 and \$4,000.00. Mr. Gural noted that he had to speak with the Police Association but that the resolution could be voted on as it is currently, if the association was agreeable, it would be noted in the CBA.

Mayor Tait Asked for a motion to approve Resolution 2023-208, Resolution Adopting the Collective Bargaining Agreement with the Palmyra Police Officers Association-FOP Lodge #2 for the Period of January 1,2024 thru December 31, 2027, and Authorizing the Mayor to execute the Collective Bargaining Agreement.

Mrs. McCann made a motion to approve **Resolutions 2023-208**. Dr, Cloud second the motion.

At the call of the roll, the vote was:

INFAVOR: Dr. Cloud, Ms. Latimore, Mr. Liebe, Mrs. McCann

AGAINST: None

Motion carried. Resolutions 2023-208 were approved.

TREASURERS' REPORTS

Mayor Tait requested a motion to approve the Treasurer's Report for July 2023. Dr. Cloud made a motion to approve the Treasurer's Report for July 2023. Mrs. McCann second the motion.

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

MOTION TO APPROVE BINGO LICENSE

Independence Fire Company No 1– Designer Bag Bingo, November 11, 2023, 4-11 pm

Mayor Tait requested a motion to approve the Bingo License for Independence Fire Company No 1.- Designer Bag Bingo, November 11, 2023, from 4-11 pm

Mr. Liebe made a motion to approve the Bingo License for Independence Fire Company No 1. – Designer Bag Bingo, November 11, 2023, from 4-11 pm. Dr. Cloud second the motion.

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

PUBLIC EVENTS

Mayor Tait noted 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 the NJ Senior Olympics will be held September 8-10, 2023, in Woodbridge Township

Mayor Tait noted the Townwide Yard Sale will be held September 16th, 2023. Ms. Latimore and Mrs. McCann indicated they would help with whatever needed to be done.

Mayor Tait noted that the YesWay Job Fair was being held August 22, 2023, and from 3:00 pm to 8:00 pm; from 3:00 pm to 6:00 pm is for Palmyra Residents only. The Job fair is being held at the site on Rt.73 South.

Mayor Tait noted the Palmyra Police Officers Association will be handing out backpacks and school supplies on the 31st, 2023 of August from 5:30 to 8:00 pm. Mayor Tait also indicated that a Summer Concert would take place simultaneously featuring the Big County & Finger Pick'n Good Band of which one of our officers is a part.

DISCUSSION ITEMS

Mr. Gural stated that there had been discussions with Pemberton Township's court regarding a shared service agreement for the Deputy Municipal Court Administrator position. Mr. Gural indicated he is waiting for that feedback. Mr. Gural noted that we will be pursuing a temp service for fulfillment of that Deputy Municipal Clerk position.

Mr. Gural explained that we hired one person for the Community Center Staffing position and are looking at another potential seasonal employee depending upon the requested usage of the building.

Ms. Donna Condo requested permission for attendance at the Government Finances Officers Association Conference in Atlantic City from September 26th thru 29th, 2023. A three-night stay is requested so permission is requested. The council agreed it was ok for her to attend and stay during the conference.

Mayor Tait indicated the NJLM Conference is in Atlantic City from November 14-16, 2023. If anyone on Council wishes to attend and stay overnight during the conference, please let Clerk Jackson know so accommodations can be arranged.

Mr. Rosenberg explained this was a proposed U.S. LIBOR-Based/Class Action Settlement suit. Mr. Rosenberg and Gural indicated that upon further research it was noted that Palmyra did not have those investments, so no further action is needed.

Mr. Gural indicated that the YMCA Summer Camp was completed on Friday. Mr. Gural noted that they are cleaning up, packing, and removing their things from the building for the next two days and will have the bike trailer removed from the lot on the 28th of August. Mr. Gural indicated it was a great camp and the children enjoyed it. Mr. Gural indicated they would be having a wrap up meeting with the YMCA on Wednesday.

Mr. Gural stated the Seniors are again trying to put their program together. Mr. Gural noted they are in the process of obtaining their 501C3 status/certification so we can process their requests.

Mr. Gural indicated he would have the sewer salary guide by September.

Mr. Gural indicated that tomorrow will be the sixth week of Trash collection in the Riverfront. Mr. Gural indicated all is going well and Mr. Gerbe, our primary collection agent, was present at the meeting. There was some discussion regarding the process and how it has been going. Mr. Gural indicated we now have an application you can download to your phone to keep up with the trash collection schedule and schedule bulk trash pick-up. Mr. Gural thank Ms. Johns for all her efforts in getting that application up and running. Mr. Gural stated the coupons program is going very well and several coupons have been presented from various businesses for redemption. Mr. Gural indicated that partnership with the local businesses is going very well. Mr. Gural stated that a meeting was held with Republic last week regarding the trash contract and how it is being handled. Mr. Gural indicated that if Republic continues to miss pick-ups, we will continue to apply liquidated damages as the contract indicates. Mr. Gural also noted during that meeting our desire to potentially move into Zone one as quickly as possible, with our in-house trash collection. Mr. Gural indicated he wanted to wait until we acquired the additional truck. Mr. Gural indicated that ninety-day notice could be going out last November or early December. There was some additional discussion.

Mr. Gural stated the artificial turf field replacement is underway, and we are looking at completion by September 10, 2023.

Mayor Tait indicated the people who have been working on the Bicycle & Pedestrian Planning Study Team were present at National Night Out and spoke with many, many people. Mr. Gural stated the study should be complete by early September and we are hopeful that it is going to support our desire to build a pedestrian/ bicycle bridge from the light rail station across the creek to the redevelopment area. Mayor Tait asked if the committee had reached out to Pennsauken Township. Mr. Gural indicated he did not know.

Mr. Gural indicated that we received an email regarding the upkeep of the Downtown area. Mr. Gural indicated he had forwarded it to the governing body. Mr. Gural indicated that the public works crew picks up trash twice a week, he noted that the businesses must be responsible for the areas in front of their business as homeowners are responsible for the area in front of their homes. There was additional discussion. Mayor Tait noted the new trash containers, that match, in the downtown area. Mr. Gural indicated what needs to happen is enforcement by both code enforcement and our class one officers. Dr. Cloud asked if public works could give some attention to the flower beds in the downtown area. Mr. Gural indicated he and Mr. Berg had spoken about it. There was some discussion regarding parking and enforcement in the downtown area. There was a discussion regarding the traffic and speeding on Delaware Avenue.

ADMINISTRATOR'S REPORT

Mr. Gural stated that Part 2 of the Wizer 2023 Cyber Awareness Training is available and needs to be completed.

MAYOR / COUNCIL COMMITTEE REPORTS AND COMMENTS

Dr. Cloud: no comment

Ms. Latimore: Ms. Latimore indicated she would like to see everyone at the NJLM Conference in November.

Mr. Liebe -no comment

Mrs. McCann— no comments

Mayor Tait —Mayor Tait stated she is looking forward to the concert and would like to see everyone out to support of Police Officers. Mayor Tait noted that National Night Out was a success. Mayor Tait asked if we were doing something for 911 or if the governing body wished to work with Cinnaminson Township with their plans. Mayor Tait indicated she would contact Cinnaminson Township and see what their plans are.

Mayor Tait asked Mr. Gural and Mr. Rosenberg if there were items for the closed session. Mr. Gural and Mr. Rosenberg indicated no.

ADJOURNMENT

Mayor Tait asked for a motion to adjourn. Ms. Latimore made a motion to adjourn the meeting. Mr. Liebe second the motion.

All voted in favor of the motion. Motion Carried

Meeting adjourned at 8:01 PM

Doretha R Jackson, RMC
Municipal Clerk
Approved: September 18, 2023