

CELEBRATING  
1923                      100 yrs.                      2023

Borough of Palmyra  
Council Caucus Meeting, 6:30 PM  
December 4<sup>th</sup>, 2023

A G E N D A

CALL TO ORDER

The Council Caucus 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

November 20<sup>th</sup>, 2023 – Regular Council Meeting Minutes

CORRESPONDENCE

Letter- Richard K. Dreby, Secretary of Independence Fire Company #1

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

**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.

## RESOLUTIONS

Resolution **2023-268 thru** and Resolution **2023-275** 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 2023-268**, Resolution Authorizing the award of a contract to Miracle Chemical Company in the Amount of \$30,000.00 subject to pay-to-play and other state bidding requirements and per the CFO certification

**Resolution 2023-269**, Resolution Authorizing the CFO to make Additional Budget Transfers to the 2023 Municipal Budget in the amount of \$35,808.48

**Resolution 2023- 270**, Resolution Authorizing the Mayor to Execute 1<sup>st</sup> Amendment to site agreement between the Borough of Palmyra and Virtua Health, Inc/Mobile Grocery store (“MGS”) extending operating space for the “MGS” to operate for the term of one-year from December 1, 2023 to November 30, 2024

**Resolution 2023- 271**, Resolution Approving Norman Figueroa as an Active Member of the Palmyra Fire Department

**Resolution 2023-272**, Resolution Adopting Technology Risk Management Standards in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund’s Cyber Security Framework Basic and Intermediate Requirements

**Resolution 2023-273**, Resolution Adopting Technology Policies in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund’s Cyber Security Framework 1.0

**Resolution 2023-274**, Resolution Approving Robert J Hawk as an Active Member of the Palmyra Fire Department

**Resolution 2023-275**, Resolution Authorizing the Finance Officer to Pay Vendor Bills During the Month of December 2023

## PUBLIC EVENTS

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

Holiday House Decorating Contest

MLK Day of Service – January 15, 2024 10:30 am to 3:00 pm Community Center

## DISCUSSION ITEMS

- Chief of Police Promotion process- Update
- Trash collection/ Zone 1 curbside Collection – Update
- Painting “Palmyra” on metal archway in Chief Payton I Flournoy Park
- Reorganization Meeting – January 5<sup>th</sup>, 2024 at 4:00 pm – Boro Hall

## ADMINISTRATORS REPORT

- Wizer 2023 Cyber Awareness Training Part 2
- Stormwater Management Education and Training Requirement
- Personal Policies and Procedures Manual – Update
- BAN renewal/purchase and Fund Balance
- Request for Proposals for professional consultants – Update
- Borough email addresses
- Misc. items as necessary

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## 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

### **NOTICE:**

The State Low Income household water assistance program or LIWAP can help you pay the arrears for your water and sewer bill. The program may also be able to help address tax liens due to water and sewer arrears. To get more information or apply go to [waterassistance.nj.gov](http://waterassistance.nj.gov) or call NJ 211.

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