

Borough of Palmyra
Council Caucus Meeting, 6:30 PM
Monday, February 5th, 2024
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 14th, 2024.
- Mailing written notice to the Burlington County Times, and the Courier Post Newspaper on January 14th, 2024.
- Notice to All Council Members.

APPROVAL OF MINUTES

December 4th, 2023- Council Caucus Meeting Minutes

December 4th, 2023 - Executive Session Meeting Minutes

January 5, 2024- Reorganization Meeting Minutes

CORRESPONDENCE

Letter- Kunal Patel, State NFIP Coordinator, Office of Dam Safety and Flood Engineering

Letter- Charles Anthony Solimine, Attorney for Board of Education, Borough of Palmyra

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 Property- Update

PROFESSIONAL UPDATES

William Kirchner, ERI

PUBLIC COMMENT

This public portion is for discussion on professional updates, resolutions and ordinances listed on the agenda. 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, 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 **2024-71 thru** and Resolution **2024-85** 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 2024-71, Resolution authorizing the release of escrow account balance for Communications Construction Group, LLC for the Broad Street Opening-Comcast Fiber Conduit Project in the amount of \$40.00

Resolution 2024-72, Authorizing the award of a Contract to Coyne Chemical Company in the amount of \$34,080.00 subject to pay-to-play and other state bidding requirements and the certification of the CFO of Borough of Palmyra

Resolution 2024-73, Resolution Awarding a Contract to Environmental Resolutions, Inc. (ERI) for Engineering Services for the Infiltration and Flow Study – Phase II Project per their proposal dated January 5, 2024 in the amount of 29,000.00

Resolution 2024-74, Resolution awarding a contract to CGPH for Grant writing services for the Local Recreation Improvement Grant per their proposal dated January 18, 2024 in an amount not to exceed \$6,500.00.

Resolution 2024-75, Resolution Authorizing the Borough of Palmyra to apply to the New Jersey Department of Community Affairs (NJDCA) for the FY 2024 Local Recreation Improvement Grant (LRIG)

Resolution 2024-76, Resolution Authorizing the Cancellation of taxes for a totally disabled veteran at Block 89 Lot 10 for Tax year 2023 and thereafter and refunding taxes overpaid in the amount of \$4,172.25

Resolution 2024-77, Resolution Authorizing the Cancellation of taxes for a totally disabled veteran at Block 95 Lot 4 for Tax year 2023 and thereafter and refunding taxes overpaid in the amount of \$6,219.55

Resolution 2024-78, Resolution Declaring various assets as surplus property and authorizing them to be auctioned on GocDeals.com

Resolution 2024-79, Resolution of the Borough of Palmyra, County of Burlington Authorizing a Lien be placed on Blk 115 Lot 5 for failure to comply with obnoxious growth and property maintenance violations in the amount of \$1,935.00

Resolution 2024-80, Resolution awarding a contract to Environmental Resources, Inc. (ERI) for engineering services for the 2024 Road Program Project per their proposal dated January 9, 2024 in the amount of \$74,000.00

Resolution 2024-81, Resolution Authorizing the Issuance of Duplicate Tax Sale Certificates for Getro Manceno

Resolution 2024-82, Awarding a contract to Neri's Construction for installation of three (3) sanitary sewer manholes along Cinnaminson Ave in the amount of \$21,340.00.

Resolution 2024-83, Appointing Tracey McGill as Part-time Deputy Municipal Court Administrator effective February 9, 2024 at the rate of \$33.50 per hour not to exceed 28 hours per week, per offer of employment dated November 3, 2023

Resolution 2024-84, Resolution Authorizing the Payment of January 2023 Bills already paid in the Amount of \$1,714,630.91

Resolution 2024-85, Resolution Appointing Robert Salmons as Building Sub-Code Official, Building Inspector retroactive to January 1, 2024

PUBLIC EVENTS

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

Palmyra Fire Department's 26th Annual Fisherman's Flea market – Sunday, February 11th

Read Across America 2024, March 5, 2024 9:00 am to 2:00 pm

Universal African Dance & Drum Ensemble, February 10, 2024 at 2:00 pm

MOTION TO APPROVE TREASURERS' REPORTS

- November 2023
- December 2023

DISCUSSION ITEMS

- Authorization to conduct Aerial Larval/ Adult Mosquito Control Activities
- Stormwater Management training state requirement – ERI presentation on February 20th
- Chief of Police vacancy/status of hiring process and patrol officer new hires - update
- 2024 Budget - update
- Land Use Board Engineers – CME and ERI appointed
- Proposed Police Dept vehicle purchases – recently totaled vehicle (not on GovDeals) and specifications for new purchases (2 or 3 proposed)

- New Jersey Tree Recovery Campaign 2024 Application
- River bank erosion at Riverfront and Sewer outfall pipe - U.S. Army Corps of Engineers report
- Deputy Municipal Court Administrator vacancy – update
- Deputy Municipal Clerk vacancy - update
- Trash collection and refuse trucks – update
- Public Works new hires - CDL Drivers (2 proposed) and Laborers (4 proposed)
- Bicycle and Pedestrian Planning Study - update – pedestrian crossings proposed at Rt. 73 (pg. 44) and Pennsauken Creek (pg. 46)
- Palmyra School District Special Election - \$18.4M bond referendum on March 12th – Superintendent presentation on February 20th
- Community Garden – status and update
- Palmyra Ambulance Squad proposed consolidation – update
- Employee stipends for Fire Department and/or Palmyra Ambulance Squad volunteers
- Property Revaluations – current market ratios at 66.84%
- In rem foreclosures on municipal liens (Executive Session in part)
- Housing Rehabilitation Program – update/query
- Legion Field: Tennis Court/Basketball Court repair

ADMINISTRATORS REPORT

- 2024 Burl Co JIF Elected Officials Training
- 2024 Burl Co JIF Cyber Security Awareness Training Part 1
- OEM Incident Command System Seminar – February 22, 2024
- Misc. items as necessary

ONGOING REMINDER PROJECTS

- Purchase Orders - Council signature requirement
- Sidewalk/snow & ice removal Ordinance
- Sewer Lateral responsibility Ordinance and sewer bills
- Parking Ordinance - additional amended code subsections required
- Veterans Affairs Committee Ordinance
- Accessory Structures/cargo containers - Zoning/Land Development Ordinance amendments

PUBLIC COMMENT

We request those wishing to have or make a public comment, 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, 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.

MAYOR / COUNCIL COMMITTEE REPORTS AND COMMENTS

Resolution 2024- 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.**