

Palmyra Borough Council Meeting  
Tuesday January 8, 2019  
7:00 PM

Borough Council President Beth Shearer called the meeting to order at 7:00 PM in Council Chambers of the Palmyra Municipal Center, located at 325 S. Railroad St. Other Council members in attendance included Don Barry, Carissa Mellinger, Tom Miller, and Jane Quairolì. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, and Acting Chief Pete Mathews. Mayor Fred Carpenter, Josh Holl, and Joe Templin were absent from the meeting.

Public Comment Period #1

- Lebanon County Commissioner Bob Phillips was in attendance to state that the County is happy with how the lease has worked out for the Magisterial District Justice office, and to observe the meeting.
- Maddie Reed, 233 E Hazel Street, inquired about the single-bag trash program, refuse collection at the parks, removing the street banners, and removing school athletic sports posters on telephone poles along Main Street.

Consent Calendar

The following agenda items was acted upon by a single motion:

- a. Approve the minutes of the December 20, 2018 Borough Council meeting.

*Motion by Carissa Mellinger, second by Jane Quairolì. Motion passed.*

Action & Discussion Items

- a. Resolution #2019-01 – Appoint Vacancy Board Chairman for 2019:

*Motion: To approve Resolution #2019-01, a resolution appointing Brian C. Craig as the Borough Council Vacancy Board Chairman for the Year 2019. Motion by Jane Quairolì, second by Tom Miller. Motion passed.*

- b. Resolution #2019-02 – Appoint Voting Members to the Fire Services Commission:

*Motion: To approve Resolution #2019-02, a resolution to appoint Beth Shearer (Council Rep), Roger Powl (Management Rep), and Jim Tesche (Resident) as the voting members on the Palmyra Fire Services Commission for the Year 2019. Motion by Jane Quairolì, second by Carissa Mellinger. Motion passed.*

- c. Resolution #2019-03 – Appoint Palmyra Borough Municipal Authority Board Member:

*Motion: To approve Resolution #2019-03, a resolution re-appointing Beth Shearer to serve a new five (5) year term as a Palmyra Municipal Authority Board Member, expiring December 31, 2023. Motion by Jane Quairolì, second by Tom Miller. Motion passed.*

- d. Resolution #2019-04 – Appoint Member to the Palmyra Planning Commission:

*Motion: To approve Resolution #2019-04, a resolution to re-appoint Steve Ricker to a new four (4) year term as a member of the Palmyra Planning Commission, expiring December 31, 2022. Motion by Jane Quairolì, second by Carissa Mellinger. Motion passed.*

- e. Resolution #2019-05 – Appoint Member to the Palmyra Zoning Hearing Board:

*Motion: To approve Resolution #2019-05, a resolution to re-appoint Ryan P. Kelly to a new three (3) year term as a regular member of the Palmyra Zoning Hearing Board, expiring December 31, 2021. Motion by Jane Quairolì, second by Tom Miller. Motion passed.*

- f. Appointed Officials – Vacancies Remaining: Mr. Powl reminded Council of the following vacancies:
  - 1. Planning Commission: To serve the remainder of Jim Hartman’s four (4) year term, expiring December 31, 2021.
  - 2. Palmyra Municipal Authority: To serve the remainder of Jim Hartman’s five (5) year term, expiring December 31, 2021.
- g. Elected Officials – Municipal Election Year: Mr. Powl commented that the following Borough Council Member’s terms will expire the first Monday in January 2020, unless re-elected to a new four (4) year term during the 2019 Municipal Election: Don Barry, Tom Miller, and Beth Shearer.

Reports

- a. President’s Report: President Shearer wished everyone a Happy New Year.
- b. Financial Report:
  - 1. Financial Statement: Mr. Powl stated that the December 2018 Year End Report and December Bills List will be available at 01/22/19 meeting.
  - 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the December 2018 report.
- c. Fire Department: There was no report.
- d. Police Department: Acting Chief Mathews informed Council that there are no 2018 or 2019 Ford Police Interceptor vehicles available and the Borough must get an order in quickly to ensure that we receive a 2020 model this year when Ford begins manufacturing these vehicles in May or June. So, it is unlikely the new vehicle will be in service before Fall 2019. He also cautioned Council that the cost of the vehicle has increased significantly over the COSTARS quote provided during budget preparation for the 2019 model.

Mr. Powl advised Council that the Police Association Contract is expiring at the end of 2019 and negotiations will need to begin soon. Council will need to decide who will be representing the Borough.

Mr. Powl also informed Council that the next phase in the process to select the new Chief will take place at the Borough office on Saturday, January 12, 2018. Council is invited to observe the process.
- e. Planning Commission - Subdivision & Land Development Plans: The Commission did not meet this month. The next meeting is scheduled for Wednesday, February 6, 2019 beginning at 7:00 PM.
- f. Public Works Department:
  - 1. Superintendent's Monthly Report: Mr. Powl provided a copy of the December report.
  - 2. Borough Properties:
    - a. Municipal Building – 325 S. Railroad Street: Mr. Powl reported the power vent blower on top the hot water heater stopped working. The cost to repair the blower is expected to be approximately \$2,000.
    - b. Public Works Department – 910 E. Broad Street: There was nothing new to report.
    - c. Vacant Lot – 40 E. Front Street: There was nothing new to report.
  - 3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) - There was nothing new to report.

4. Refuse & Recycling: Mr. Powl reported that Waste Management is now using the Borough cautioning stickers to advise residents when their refuse or recycling is not prepared correctly. He also reported that Christmas tree collection is delayed but, will begin on January 10<sup>th</sup>.
5. Sewer System:
  1. Broken Sewer Main – Federal Alley: Mr. Powl explained that the Borough will need to use an outside excavator for help on this repair project because the Public Works crew has the dump trucks set up for salt spreading operations for winter maintenance. Unfortunately, pipe bursting is not an option because portions of the existing pipe are already crushed so, excavation and replacement is the only option.
  2. Main Pump Station – Back-up Mechanical Controls: Mr. Powl commented that the Borough received an estimate of \$4,900 to correct the problem of no back-up mechanical controls for the pumps. The Public Works Crew will be working with the contractor to help reduce the overall cost of the project.
6. Sinkholes:
  - a. 25 N. Franklin Street: (Extend new piping via Hennessy Way to Injection Well #3 along Division St between N. Harrison St & N. Franklin St)
  - b. 223 S. Locust Street & PASD Injection Well:
  - c. N. Duke Street & First National Bank detention basin: Mr. Powl stated that the Borough is still waiting to hear from the Bank regarding a plan to remediate the sinkhole.
  - d. Southeast Park: Work began on this sinkhole on January 7<sup>th</sup>. The contractor exposed the first hole near the end of the north/south alley at the end of E. Pine St, and 30-yards of concrete was placed to plug the hole. Engineers on-site decided against constructing a rock filter as originally planned. Excavation towards the detention basin pipe discharge end-wall will continue in an effort to expose and remediate expected additional sinkholes occurring in that area.
7. Stormwater Management:
  - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: The contractor has wrapped up the project for the season and will return to finish paving in the Spring.
  - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) There is nothing new to report. Mr. Powl placed this item back on the agenda because Dwight Wagner, owner of Shadow Stone, has opened new conversations with The Hershey Company about the project.
  - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) – There is nothing new to report. The Public Works crew will be working on this project as time permits.
  - d. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status: The Borough Engineer has not heard anything new on the waiver request.
8. Street & Alley Maintenance: The Public Works crew has been filling potholes with cold patch.
9. Traffic Signals: There was nothing to report.
- g. Recreation Commission Report: Councilor Quairolì stated there was no meeting in December.

- h. Solicitor's Report: There was no report.
- i. Zoning & Codes Enforcement: Mr. Powl provided a copy of the Zoning Officer/Codes Enforcement Officer report for December 2018. There are no Zoning Hearing Board hearings scheduled for the Monday, January 14<sup>th</sup> hearing date.
- j. Borough Manager's Report: Mr. Powl had nothing new to add to what was already reported.

Other Business

- Councilor Miller announced that he will not be in attendance for the next three meetings unless he is able to Skype into the meeting as he did prior. He apologized to Council that his travel schedule was established prior to his appointment and that it will be wrapping up with the next three meetings.

Public Comment Period #2

- Maddie Reed, 233 E. Hazel Street, asked questions regarding the Municipal Authority.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, January 22, 2019, and Tuesday, February 12, 2019 beginning at 7:00 PM.

Motion to Adjourn

*Motion to adjourn by Jane Quairola, second by Don Barry. The meeting adjourned at 7:50 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager