

Palmyra Borough Council Meeting
 Tuesday, October 24, 2017
 7:00 PM

Borough Council President Mark Smith 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 Brian Craig, Josh Holl, Carissa Mellinger, Jane Quairoli and Joe Templin. Also in attendance were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Beth Shearer was absent from the meeting.

Announcements

President Smith announced that Borough Council held an executive session prior to tonight’s meeting to discuss personnel issues as permitted by the Pennsylvania Sunshine Act. Any official action resulting from discussions held during the Executive Session will occur at an open public meeting.

Special Visitors

President Smith made a presentation to Don Shope and Mayor Carpenter made a presentation to Steven Mann, both from the Encounter Church, for their efforts at Heritage Park.

Public Comments

- Susan Verhoek, 170 W Walnut St, asked Council why the sign ordinance requires 8 ft. of clearance over the sidewalk whereas the tree ordinance requires 10 ft.
- Jael Wolfe, 301 E. Cherry St, inquired about the storm water project on her street.
- Donald Barry, 701 N. Grant St, reported that the mosquitos were bad all summer and inquired if the Memorial Park wetland had anything to do with the increased numbers. Mr. Powl reported that the contract with the Borough’s exterminator was expanded to include treatment of the new stormwater basin as needed from April through October.

Consent Calendar

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

- a. Approve the minutes of the October 10, 2017 Borough Council meeting.
- b. Approve the Treasurer’s Report for the period September 1 through September 30, 2017:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$2,799,607	\$977,362	\$774,846	\$465,892	\$95,864	\$221,227
YTD Expenses	\$2,018,337	\$1,228,048	\$682,712	\$531,953	\$72,516	\$4,627
Difference	\$781,269	\$(250,686)	\$92,134	\$(66,061)	\$23,348	\$216,600
Fund Balance	\$2,295,552	\$291,223	\$356,880	\$1,218,398	\$2,281,361	\$537,563

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund
YTD Revenue	\$28,672	\$44,011	\$9	\$40,556	\$657
YTD Expenses	\$28,000	\$23,561	\$0	\$0	\$0
Difference	\$673	\$20,450	\$9	\$40,556	\$657
Fund Balance	\$2,331	\$192,049	\$4,743	\$323,574	\$41,026

Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Joe Templin. Motion passed.

Action & Discussion Items

a. Ordinance #779 - Animal Control Ordinance (Chapter 108) Update:

Motion: To authorize the Borough Solicitor to advertise Ordinance #779, an ordinance to amend and clarify regulations for the control of animals contained in Chapter 108 (Animals) of the Palmyra Borough Code of Ordinances. Motion by Brian Craig, second by Josh Holl. The motion passed by a 5-1 vote with Jane Quairoli voting against the motion.

b. Road Closure Request - Palmyra High School Sports District Championship Firetruck Parade:

Motion: To authorize the closure of the roads necessary to accommodate the following victory firetruck parade route for possible 2017 PIAA District Championships won by Palmyra athletics on the following dates & times:

Girls Volleyball = Sunday 11/04/17 – between 2-3 PM

Parade Route: Beginning at Middle School Parking Lot; left onto W. Cherry St; right onto Horstick Ave; right onto Main St. (US422); right onto S. Green St.; right onto E. Maple St.; left onto S. Railroad St.; right onto W. Walnut St.; right onto S. Locust St., ending at Middle School Parking Lot.

Motion by Jane Quairoli, second by Carissa Mellinger. Motion passed.

c. Draft 2018 Budget Presentation: Mr. Powl prepared and presented a Power Point presentation that highlighted items included in the Draft 2018 budget, which assumed a worst-case scenario as directed by Council. Council decided to review the budget and table discussion until the next Council meeting.

Reports

a. President's Report: President Smith did not have a report.

b. Fire Department:

1. Fire Services Commission: The Commission did not meet this month.

c. Library Report: Councilor Quairoli did not have a report.

d. Police Department: Mayor Carpenter

1. Civil Service – Patrol Officer Vacancy Update: Background investigations are being conducted for the remaining two applicants.

e. Recreation Commission Report: Councilor Quairoli did not have a report. She requested this item be moved to the agenda for the first meeting each month so that there is more time to receive the Rec Director's report.

f. Solicitor's Report: Mr. Powl informed Council that Solicitor Cleary is still working on the Easement Agreement with PASD for Ridge Road Park Wetlands (Phase A Stormwater System). Mr. Powl reached out to North Londonderry and South Londonderry Townships to see if they will agree to split the annual \$1,650 cost for building the entrance to Ridge Road Park three ways. North Londonderry Township agreed, but he has not heard from South Londonderry Township. When this issue is finalized, the School Board should agree with the Easement agreement.

g. Zoning Hearing Board: Mr. Powl shared the results of the hearings conducted October 16th:

1. 42 S. Lingle Ave – Robert Kettering:

- Variance Sec. 380-15.B: (Permitted Uses) – To construct 3-unit dwelling. Denied.

- Variance Sec. 380-28.M.5(b): (Driveway Setbacks) - 30-feet required / 24-feet requested. Approved
 - Variance Sec. 380-28.M.5(c): (Driveway Setbacks) - 20-feet required / 2-feet requested for new driveway connecting to Locust Alley. Approved.
 - Variance Sec. 380-28.M.5(c): (Driveway Setbacks) - 20-feet required / 2-feet requested for new driveway connecting to Cherry Street. Denied.
 - Variance Sec. 380-38.I (Required Parking Spaces) – 3 per unit required / 2 per unit requested. Denied
 - Special Exception Sec. 380-38.G (Location of Parking Spaces) Approved to allow three parking spaces to be located on the adjacent lot on the north side of Locust Alley.
2. 984 E. Walnut Street – The hearing for Steven & Gloria Mann was continued at the request of the applicants until the December 18th hearing date.
- Variance Sec. 380-76.B(1) (Maximum Fence Height) - To construct a 6-foot high fence in a front yard area where the maximum fence height is 3-feet.
- h. Borough Manager’s Report:
1. 300 Block E. Cherry St / 100 Block S. Grant St Stormwater & Road Restoration Project: Mr. Powl reported that the contractor is scheduled to mobilize to the site the week of October 30th and will be preparing the site for excavation work to commence the following week.
 2. Public Works Garage Building: A mandatory pre-bid meeting was held on October 23rd. The bids are due on PennBid on November 13th.
 3. 40 East Front Street: Mr. Powl reported that the flour mill is not interested in taking ownership or leasing the property. Staff will be working to get the property changed to a tax-exempt status and the Borough will use it as a stockpile location.

Other Business

- Councilor Quairola announced that she attended the annual Lebanon County Convention of Township Officials meeting.

Announcement

President Smith announced that Borough Council will conduct a public meeting on Tuesday, November 14, 2017 and on Tuesday, November 28, 2017 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Jane Quairola, second by Josh Holl. The meeting adjourned at 8:10 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager