

Palmyra Borough Council Meeting
 October 25, 2016
 7:00 PM

Borough Council Vice-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. Council members in attendance included Brian Craig, Carissa Mellinger, Beth Shearer, and Ralph Watts. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Police Chief Stan Jasinski, and Mayor Fred Carpenter. Pat Hennessy and Joe Templin were absent from the meeting.

Public Comments

- Jael Wolf, 301 E Cherry Street inquired about the water main that was damaged by the grouting crew on her block and the public street parking issue with the hair salon to the rear of her property.

Consent Calendar

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

- a. Approve the minutes of the October 11, 2016 Borough Council meeting.
- b. Approve the Treasurer’s Report for the period September 1 through September 30, 2016:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund
YTD Revenue	\$2,639,794	\$1,081,628	\$631,858	\$2,588,992	\$107,546
YTD Expenses	\$2,003,968	\$ 1,160,874	\$544,051	\$1,555,399	\$3,450
Difference	\$635,827	\$(79,247)	\$87,807	\$1,033,592	\$104,097
Fund Balance	\$1,858,442	\$ 443,131	\$362,741	\$2,485,060	\$2,263,409
	Liquid Fuels Fund	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund
YTD Revenue	\$206,800	\$27,771	\$43,991	\$10	\$40,481
YTD Expenses	\$27,387	\$25,500	\$27,772	\$4,198	\$0
Difference	\$179,412	\$2,271	\$16,218	\$(4,187)	\$40,481
Fund Balance	\$321,128	\$2,865	\$176,567	\$8,070	\$282,840

Motion: To approve the consent calendar. Motion by Beth Shearer, second by Ralph Watts. Motion passed.

Action & Discussion Items

- a. ARM Group Proposal – Shellbark Alley Injection Well Replacement:

Motion: To authorize the Borough Manager to execute the proposal from ARM Group, 1129 W. Governor Rd, Hershey, PA in the amount not to exceed \$45,000 for test well siting & drilling, well testing, and preliminary engineering study to determine design and cost for the permanent stormwater management system. The cost of the proposal shall be expensed from Capital Reserve Fund budget line item #30.436.610 as part of the \$5-million loan. Motion by Mark Smith, second by Ralph Watts. Motion passed.

b. Fireman's Park Stormwater Detention Basin Change Order:

Motion: To authorize the Borough Manager to execute the proposed change order, which has been reviewed and approved by the Borough Engineer, in the amount not to exceed \$62,503, for T. R. Stoner General Contractor to excavate the stormwater detention basin approximately four feet lower, install the 1-inch water supply lateral, and to provide a trench & backfill for the gas service connection. The cost of the proposal shall be expensed from Capital Reserve Fund budget line item #30.436.610 as part of the \$5-million loan. Motion by Mark Smith, second by Ralph Watts. Motion passed.

c. Humane Society - 2016-17 Stray Animal Housing Agreement:

Motion: To authorize the Borough Manager to execute the 2016-17 Stray Housing Agreement with the Humane Society of Lebanon County at a cost of \$45 per animal. Motion by Ralph Watts, second by Beth Shearer. Motion passed.

d. 2017 Draft Budget: Mr. Powl provided a copy of the draft budget to Council for their review. He presented an overview of the various accounts and informed Council that the current draft is a worst-case-scenario for 2017. As presented, the budget would require a .25-mil tax increase, but there is time for changes before Council has to pass the preliminary budget at the November 22nd meeting.

Reports

a. President's Report: There was no report.

b. Fire Department: Chief Dugan informed Council that the west side stairwell and block wall has been erected and work on the elevator shaft and east side stairwell will begin.

c. Library Board Report: Councilor Watts provided a copy of the October report.

d. Police/Mayor's Report: Mayor Carpenter provided a copy of the September 2016 Monthly Report.

1. Civil Service Test Update (Sergeant Promotion): Chief Jasinski reported that the Civil Service Commission will be meeting on October 31st and will be able to forward an eligibility list to Council for their November 10th meeting.

e. Recreation Commission Report: The report was not available at the time of the meeting.

f. Solicitor's Report: Mr. Powl reported the following from Solicitor Cleary -

1. Ordinance to Amend Storm Water Management Ordinance: (Grass Deposits in Streets) Planning Commission is to review the revisions at their November 2nd meeting.
2. Ordinance to Amend Zoning Ordinance: (Small Cell Towers) Solicitor has advertised the ordinance for action at the November 22nd Council meeting.

g. Zoning Hearing Board: No hearings were conducted this month. Mr. Powl reported that Brad Martin has resigned due to relocating to South Londonderry Township and the Board is in need of a replacement.

h. Borough Manager's Report:

1. \$5-million & \$3-million Loan Status Update: Mr. Powl provided an update on the balances for the two loans. There is \$573,601.96 remaining on the \$5-million-dollar loan and \$1,520,526.31 available on the \$3-million-dollar loan with \$513,987.80 still remaining to draw on the loan. The Borough has until November 2017 to make the final draw on the \$3-million loan.

2. 300 Block E. Cherry Street Sinkhole Repair & Storm water Management: Mr. Powl reported that McCrossin Foundations hit a water line with the drill rig. They worked with the water company to repair the line. ARM Group, Inc. is suggesting secondary holes in order to stabilize the northern side of East Cherry Street. In addition, ARM Group is considering locations for the new injection well.
3. Stormwater Injection Well #1: (Relocation from Spruce & Chestnut to Fireman's Park) – Mr. Powl reported that the aquifer enhancement has not taken place to date. ARM Group, Inc. is waiting for a date from the contractor for the enhancement to commence.
4. Church Alley: Ms. Pera mailed letters inviting each property owner to meet with Borough staff to discuss the alley easement and the possibility of opening the alley. To date, only two property owners have contacted the Borough.
5. Sale of 210 N. Forge Rd: Mr. Powl reported that one offer has been received and two other parties have expressed an interest. He will present Council with all the offers once they are received.

Communications

There were no communications.

Other Business

- Councilor Shearer asked Council to let her know if any of them are planning to ride in the November 12th Holiday parade.
- Vice-President Smith announced that he is planning to resign from the Planning Commission, effective December 31, 2016, Mr. Powl stated that he will need to be replaced and another Council member can take his position.

Announcement

Vice President Smith announced that due to the conflict with the Presidential General Election on Tuesday November 8th, Borough Council will conduct a public meeting on Thursday, November 10, 2016 beginning at 6:00 PM, and on Tuesday, November 22nd beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Beth Shearer, second by Ralph Watts. The meeting adjourned at 7:50 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager