

Palmyra Borough Council Meeting
 October 28, 2014
 7:00 PM

Borough Council President Jane Quairolì 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 Pat Hennessy, Bob Longenecker, Beth Shearer, Brian Craig, Gary Laudermilch, and Joe Templin. Also in attendance were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera.

Special Visitors

Kristine Warner, Chair of the Palmyra Area Business Association Downtown Revitalization Committee was present to discuss the Downtown Business District. She asked Council to consider designating the Downtown Business District along Main Street from Locust Street to Harrison Street. She presented Council with various tasks that have been identified by the Downtown Revitalization Committee, one of which is the support for the Palmyra Area Library to become the anchor of the downtown by moving into the vacated Fulton Bank building. She also reported that the committee would like to make physical changes to the downtown area, but will need to look for various funding opportunities. The next meeting of the Downtown Revitalization Committee is scheduled for November 13, 2014 at 9:00 AM at the Klick Lewis Arena.

Public Comments

- Maddie Reed, 221 E Hazel Street, inquired how Council selected Brian Craig for the Council vacancy and how they will fill the upcoming vacancy in January 2015. President Quairolì responded that Mr. Craig submitted his resume and Council voted to appoint him at the September 23, 2014 meeting. President Quairolì indicated that the next vacancy will be filled in the same manner in January 2015.

Consent Calendar

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

- a. Approve the minutes of the October 14, 2014 Borough Council Workshop meeting.
- b. Approve the minutes of the September 23, 2014 Borough Council meeting.
- c. Approve payment of all bills listed on the September 2014 Bill's List.
- d. Approve the Treasurer's Report for the period September 1 through September 30, 2014:

	General Fund	Refuse Fund	Sewer Fund	Capital Reserve Fund	Liquid Fuels Fund
YTD Revenue	\$2,274,073	\$ 606,243	\$1,097,649	\$291,668	\$1,517,320
YTD Expenses	\$2,023,162	\$ 503,767	\$1,339,385	\$1,385,676	\$1,383,522
Difference	\$250,911	\$102,476	\$(241,736)	\$(1,094,008)	\$133,798
Fund Balance	\$1,424,478	\$393,175	\$566,853	\$1,740,652	\$186,218

	Special Sewer Fund	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund
YTD Revenue	\$41,714	\$28,011	\$362	\$29	\$40,768
YTD Expenses	\$129,254	\$28,000	\$14,003	\$0	\$0
Difference	\$(87,540)	\$11	\$(13,641)	\$2	\$40,768
Fund Balance	\$2,225,155	\$709	\$ 145,604	\$12,215	\$201,598

Motion: To approve the consent calendar. Motion by Pat Hennessy, second by Beth Shearer. Motion passed.

Action & Discussion Items

- a. Public Hearing: Ordinance #757 - Vacation and Abandonment of Public Road Right-of-Ways:

President Quairoli announced the following and opened the public hearing for public comment:

The purpose of the public hearing is to afford the public the opportunity to comment on an ordinance proposing to vacate and abandon the following portions of public road right-of-ways, as required by Section 1731 of the Borough Code: an unnamed alley located parallel to and between N. Grant Street and N. Chestnut Street and extending southward from Spruce Street to the former railroad right-of-way; South Mark Street extending southward from West Orchard Drive to the municipal boundary; South Prince Street extending southward from East Oak Street for a distance of 145 feet, and; North Lincoln Street extending southward from East Spruce Street, a distance of 67.92 feet. The ordinance was advertised in the October 11th & 18th editions of the Lebanon Daily News. Written Notice, as required by Section 1731 of the Borough Code, was sent to all affected property owners on Friday October 10th.

There was no public comment.

Motion: To close the public hearing. Motion by Pat Hennessy, second by Bob Longenecker. Motion passed.

Council discussed and reviewed the comments and recommendations by the Lebanon County Planning Department and Palmyra Planning Commission as required by Section 402 of the PA Municipalities Planning Code.

Motion: To approve Ordinance #757 Vacation and Abandonment of Public Road Right-of-Way. Motion by Bob Longenecker, second by Pat Hennessy. Motion passed.

Reports

- a. President's Report: President Quairoli reported that she attended the 100th Anniversary of the County Township Supervisor's Convention.
- b. Financial Statement: Council reviewed the financial statement as of September 30, 2014.

- c. Fire Services Commission: Borough Manager Powl informed Council that the Commission discussed the Single-Story Firehouse Design Proposal for the new firehouse. He reported that the proposal for the design will cost \$9000 and the Commission is asking to split the cost three ways with North Londonderry Township, the Borough, and the Fire Company. Both the township and the fire company have agreed to their share of the costs in order to keep the design process moving. Fire Chief Dave Dugan answered questions from Council. He indicated that the study should be completed by the end of November in order for the fire company to be ready to move once the library decides on a location.

Motion: To authorize the expenditure of \$3,000 from 2014 Budget line item #01.411.310 as the Borough's share of partnering with Citizens Fire Co. No. 1 and North Londonderry Twp on the design of a single-story firehouse by SGS Architects. Motion by Beth Shearer, second by Gary Laudermilch. Motion was defeated by a 5-2 vote with Councilor Laudermilch and Shearer voting in favor of the defeated motion.

- d. Library Board Report: Councilor Longenecker provided a copy of the October library report.
- e. Police/Mayor's Report: Mayor Carpenter provided a copy of the September 2014 Monthly Police Report. Assistant Manager Pera reported that Civil Service oral exams were conducted on October 24th with six candidates passing and moving forward to the physical agility test on November 2nd.

Chief Jasinski provided Council with a spreadsheet regarding the purchase price of a new Police Patrol Car. He compared the Dodge Charger all wheel drive (AWD), the Dodge Charger rear wheel drive, the Ford Interceptor AWD, and the Ford Interceptor front wheel drive. Councilor Hennessy explained that he favored the purchase of the Ford Interceptor AWD since it is available with a V6 engine. Council will consider the information for the 2015 budget.

- f. Planning Commission: Borough Manager Powl informed Council of the following requests for waivers of Land Development Plans:

1. ShadowStone –

Motion: To grant all necessary waivers of the Palmyra Subdivision & Land Development Ordinance so that ShadowStone will not have to prepare, submit, and obtain approval of a land development plan for the addition of two new manufactured housing units on existing private street stubs that will be abandoned, contingent upon: ShadowStone preparing a stormwater management plan by a professional engineer in compliance with the Palmyra Stormwater Management Ordinance, and, recording said plan, which shall show all existing, new or relocated, and to be extinguished stormwater easement areas. Motion by Pat Hennessy, second by Joe Templin. Motion passed.

2. Borough of Palmyra - Fireman's Park –

Motion: To grant all necessary waivers of the Palmyra Subdivision & Land Development Ordinance so that the Borough of Palmyra will not be required to prepare, submit, and obtain approval of a subdivision & land development plan for the Fireman's Park upgrade project. Motion by Beth Shearer, second by Pat Hennessy. Motion passed.

Mr. Powl informed Council that the SALDO Amendment is finished and Mr. Roth provided a copy of the third and final draft of the Zoning Ordinance. The Commission will be taking public input on the Zoning Ordinance at their next meeting scheduled for Wednesday, November 5, 2014 beginning at

7:00 p.m. The meeting will be advertised for discussion and public input on the draft Zoning Ordinance.

- g. Recreation Commission Report: Vice-President Hennessy provided a copy of the Director's report for October 2014.
- h. Zoning Hearing Board: Mr. Powl reported that the hearing for the Cell Tower located at 843 W. Main Street occurred on October 20, 2014. The Board heard all the testimony and intends to announce their decision at the next meeting scheduled for Monday, November 17, 2014 beginning at 5:30 PM.
- i. Borough Manager's Report:
 - 1. Mr. Powl provided an update on the new municipal building project. Mayor Carpenter suggested that Council consider posting the municipal parking lot for municipal parking purposes only. He is concerned that the parking lot is much smaller than the previous lot and opening the lot to public parking for non-municipal events will eliminate parking in the event of emergencies. Council asked Mr. Powl to consult with the Borough Solicitor to determine if an ordinance would be required in order to posts signs restricting parking to municipal purposes only.
 - 2. Mr. Powl provided a proposal from B. Moyer Radio Communications to amplify the reception of the police portable radios in the building. The proposal was for \$38,767.08. Chief Jasinski stated that the amplification was not necessary because the department can utilize the base station to talk with County Communications.
 - 3. Janitorial Services: Mr. Powl provided a proposal from Top Janitorial LLC to provide cleaning services in the new building. The proposal is for \$16,107.43 which includes waxing the floors and washing the windows. The Borough was paying \$13,528 to a part-time janitor, who would not have had the ability to wax & buff the floors or wash the tall windows in the new building so, Mr. Powl felt the cost estimate was very reasonable. Council requested staff to obtain satisfactory references. Councilor Laudermilch mentioned that he felt the price is too high.

Motion: To authorize the Borough Manager to execute a contract with Top Janitorial LLC, 1136 Buttonwood Street, Lebanon, PA 17046, in the amount of \$16,107.43 per year contingent on receipt of satisfactory references. Motion by Bob Longenecker, second by Beth Shearer. Motion passed by a 5-2 vote with Gary Laudermilch and Pat Hennessy voting against the motion.

- 4. Grant Street Traffic Signal Removal Update: Mr. Powl reported that the Grant Street traffic signal has been removed, and to this point, no issues have resulted from the signals removal.
- 5. Humane Society – Mr. Powl provided a copy of the 2014-15 Stray Animal Housing Agreement:

Motion: To authorize the Borough Manager to execute the 2014-15 Stray Housing Agreement with the Humane Society of Lebanon County at a cost of \$45 per animal. Motion by Pat Hennessy, second by Bob Longenecker. Motion passed.

- 6. Mr. Powl provided Council with a proposal for \$25,700 from ARM Group to conduct a geophysical study on the 900 Block of East Maple Street. This study, similar to the one provided by ARM Group on the East Cherry Street sinkholes, would look at the geology in the area and determine the issues surrounding a recurring sinkhole in this block. Mr. Powl will include the cost of the proposal in the 2015 Budget.

7. 2015 Budget – Mr. Powl reported that he has been revamping the budget into a cost center for each department and is almost finished with the transition. He is working to have the draft budget to Council for the November workshop meeting.

Other Business

- Councilor Hennessy requested a road closure for the December 5th Tree Lighting. Chief Jasinski advised him that he does not have enough time for the permit request so the road closure request was withdrawn.
- Councilor Shearer asked Mr. Powl to review the school zone signals in front of the Middle School. She received a complaint that drivers in the school zone are not obeying the speed limits.
- Councilor Templin inquired if kids were allowed to ride skateboards and bicycles after dark. He is concerned with a group of kids that congregate in the Brethren Church parking lot along the 100 block of N. Chestnut Street in the evening and ride their skateboards out from between parked cars. Council asked Mr. Powl to check on a skateboard ordinance after dark.

Announcement

President Quairoli announced that Borough Council will conduct a public workshop meeting on Monday, November 10, 2014 beginning at 6:00 PM and the regular monthly public meeting on Tuesday, November 25, 2014 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Gary Laudermilch, second by Pat Hennessy. The meeting adjourned at 8:09 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager