

Palmyra Borough Council Workshop Meeting
Tuesday, November 10, 2015
6:00 PM

Borough Council President Jane Quairoli called the meeting to order at 6:00 PM in Council Chambers of the Palmyra Municipal Building, 325 S. Railroad Street, Palmyra, PA 17078. Other Council members in attendance included Pat Hennessy, Gary Laudermilch, Beth Shearer, Joe Templin, and Ralph Watts. Also present were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl and Assistant Borough Manager Brenda Pera. Brian Craig was absent from the meeting.

President Quairoli announced that Council was awaiting the arrival of the Borough's labor attorney for the purpose of adjourning to an Executive Session. Due to the late arrival of Mr. Miller, she asked Mr. Powl to proceed with the meeting.

Mr. Powl provided an update on the new municipal building project. He stated that the landscapers were back on the property to finish planting the water quality basins. The rest of the landscaping will now wait until after winter. He also reported that a design issue was discovered with the HVAC system and Moore Engineering was working on correcting the error. He also provided a status report from Robert J. Buchter, PE.

Mr. Powl provided a copy of the property maintenance report from Light-Heigel for the period of 10/09/15 through 11/05/15.

Mr. Miller arrived at the meeting at 6:05 PM.

Motion: To adjourn to an Executive Session. Motion by Pat Hennessy, second by Joe Templin. Motion passed.

The meeting reconvened at 6:50 PM with President Quairoli making the following announcement: Council recessed into an Executive Session to consult with the Borough's labor attorney, Michael Miller of Eckert Seamans, to discuss several 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.

Administration Department

- a. 2016 Budget: Council discussed various line items within the proposed budget and asked Mr. Powl and Chief Jasinski for justification on the budget figures. One item that was questioned pertained to the cost of electric to which Mr. Powl advised Council that he signed an agreement earlier in the day to allow the Borough's contract with GDF Suez to expire and begin purchasing electricity from Direct Energy. This change is projected to save the Borough \$32,000 over a 48 month period.
- b. Ordinances: Mr. Powl reported that the following ordinances would be on the agenda for Council to take action at the November meeting.
 1. Ordinance #766 – 2016 Real Estate Tax Ordinance – Council will need to authorize the Borough Solicitor to prepare and advertise the tax ordinance.
 2. Ordinance #767 – Supplemental Loan for Sinkhole Repairs & Road Projects – Mr. Powl informed Council that this loan will be prepared as a line-of-credit to allow the Borough to draw money as it is needed. Mr. Powl expressed concern that the FEMA Hazard Mitigation grant will be a reimbursement grant and the Borough will need the funds to make repairs on East Cherry Street. Once the reimbursement is made, then Council will be able to repay the debt and lower the annual debt payment.

- e. Resolutions: Mr. Powl reported that Joe Templin and Gretchen Van Scyoc have agreed to continue serving on the Planning Commission. Mr. Powl will have Resolution #2015-16 – Re-appointing Members to the Palmyra Planning Commission on the agenda for the November meeting.

He also reported that Patrick Malloy has stated that he is not interested in continuing with the Zoning Hearing Board, so Mr. Powl has put out a request to Ed Kaylor, who serves as an alternate, to consider taking the regular member position and replacing Mr. Kaylor with a new alternate member.

- f. Reports: Ms. Pera provided a copy of the Delinquent Sewer & Refuse Account Report. She expressed concern about the increase in the balance of the refuse accounts over 180 days delinquent. In spite of this increase, the overall delinquent balance is still decreasing.
- g. Planning Commission - Subdivision & Land Development Plans: Mr. Powl informed Council that the Commission is reviewing language for an ordinance pertaining to small cell towers. He explained that the Planning Commission requested that he work with the Borough Solicitor to determine if there was some simple language that could be added to the existing ordinance to protect residents from the proliferation of these facilities within the public right of ways in the Borough.
- h. Solicitor: There was nothing to report from the Solicitor.
- i. Zoning Hearing Board: There were no hearings scheduled in November.

Police Department, Fire Department, and Emergency Management

- a. Civil Service Test – Update: Ms. Pera reported that many of the candidates that are still eligible for consideration are currently enrolled in the HACC Police Academy. The Academy does not allow cadets to miss class for the purpose of applying for police positions, so Chief Dugan, Annville Township, agreed to hold the oral exams after the November 24th Academy graduation. Once the oral exams are conducted, the top five candidates will be eligible for background investigations. Chief Jasinski informed Council that the investigations will take approximately two months.
- b. New Firehouse Project Status Update: Mr. Powl provided a copy of the finalized design plans. He indicated that Steckbeck Engineering was preparing land development plan for submission to the Borough for review and approval.

Public Works Department

- a. Superintendent's Monthly Report: Mr. Powl provided a copy of the October report.
- b. Parks: Ms. Pera informed Council that the contractor for the Fireman's Park Project was working on a construction schedule. He is not planning on doing any earth moving before winter, but intends to work on the bathrooms and pavilion.
- c. Refuse & Recycling: Mr. Powl stated that he attended the required application meeting with the DEP representatives to discuss the DEP 902 Grant for a new leaf vacuum truck. He was informed that the Borough's application is acceptable and that the grant covers 90% of the cost and the Borough will need to commit only 10%.
- d. Street & Alley Maintenance: Mr. Powl informed Council that the Borough Solicitor has been working with the Cedar Palmyra Shopping Center representatives regarding the public dedication of N. Duke St. & E. Arch Street.

e. Stormwater Management:

1. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) – Mr. Powl commented that the property owned by Gretchen Van Scyoc was purchased by Dwight Wagner of ShadowStone at the public auction on October 31, 2015. Mr. Powl, Ms. Pera, and the Borough Engineer met with Mr. Wagner to discuss his intentions with the property. He is considering the addition of public storage facilities for part of the property and using one of the buildings as the ShadowStone community center. Mr. Powl informed Council that Mr. Wagner inquired if the Borough would be open to changing the zoning to increase the Manufactured

Housing zone and lessen the Light Industrial area. Council was open to discussing future use requirements of the property.

2. Injection Well #9 Relocation (900 Block E. Cherry St.) Project Status Update: Mr. Powl provided a copy of the proposed schedule for bidding the project.

f. Sinkholes:

1. 300 Block E. Cherry St / 100 Block S. Grant St: Mr. Powl reported that the Borough's application made it into the final pool of applications at FEMA Region III – Philadelphia for final review and determination. There is no definitive answer at this time. He also reported that the small hole on the southwest corner of the intersection keeps clearing itself. The Public Works Superintendent is watching it closely.
2. 900 Block E. Maple St: (Injection Well #10 Relocation & Improvement Project Update): Mr. Powl stated that the ARM Group is submitting plans for the new injection well to EPA for approval. They are also preparing bid specs & documents for injection grouting needed for the sinkhole repair under the street. The Borough Public Works crew intends to install inlets, piping, manhole over new well, and Terre-Kleen hydrodynamic separator vault in order to keep costs to a minimum.
3. 900 Block E. Pine St: (in un-named north/south alley) – Mr. Powl reported that a small diameter hole opened in this area and appears to be minor in nature. The Public Works Superintendent televised the sewer lines and no impact was observed to the sewer infrastructure. The sinkhole will be repaired by Borough Crews as soon as time permits.

g. Traffic Signals:

1. Earl Drive Traffic Signal Removal Update: The ARLE Grant awards are on hold due to State budget impasse. The signal is currently operating in “flash mode”, but Mr. Powl believes that PennDOT will request the Borough to take the lights off of flash and cover them until they are removed. He has a conference call scheduled on Thursday morning. Council asked that the lights stay on flash until the signal is removed.

Other Business

- Councilor Lauder Milch mentioned that the Rite-Aid property has a sinkhole at the back of the property.
- Councilor Watts inquired if E. Cherry Street to North Londonderry Township will ever be opened. Mr. Powl informed Council that Ron Fouche recently told him that the Township discussed this recently and is not interested in opening this street at this time.
- Mayor Carpenter inquired how the Borough can enforce the piling of stones at the Broad Street intersection by Ebersole Excavators. The stones have been piled in this area for the water line replacement project for PA American Water Company and is causing a danger to motorists.

- Councilor Hennessy inquired about the replacement of the garage roof at the Palmyra Cemetery. He recommended tearing the block garage down. Council concurred and asked Mr. Powl to have the building removed.

Announcement

President Quairoli announced that Borough Council will conduct the regular monthly public meeting on Tuesday, November 24, 2015 beginning at 7:00 PM and a public workshop meeting on Tuesday, December 8, 2015 beginning at 6:00 PM.

Motion to Adjourn

The meeting adjourned at 8:04 PM by unanimous consent.

Respectfully submitted,

Roger E. Powl
Borough Manager