

Palmyra Borough Council Meeting  
Tuesday December 11, 2018  
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 (via Skype), Jane Quairoli, and Joe Templin. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, and Chief Stan Jasinski. Josh Hall and Mayor Carpenter were absent from the meeting.

Public Comment Period #1

- Lorna Olinger inquired about any changes to the refuse and recycling program.
- The following Boy Scouts were in attendance for their Scout Merit Badge:  
Hayden Merrick, 850 E. Governor Road, Hershey  
Nate Foltz & J.D. Foltz, 202 W. Orchard Drive

Consent Calendar

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

- a. Approve the minutes of the November 27, 2018 Borough Council meeting.
- b. Approve payment of all bills listed on the November 2018 Bill's List.

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

Action & Discussion Items

- a. 2019 Preliminary Budget: Councilor Miller commented that Council has the responsibility to run the operations of the Borough efficiently as possible. He said the Borough historically has done an excellent job with efficiency and supports the slight tax increase because it will go a long way to help maintain Palmyra as a stellar community.

Councilor Quairoli supported funds for the employee benefit account, vehicle replacement schedule, and transfer to the capital reserve fund. She did not believe the tax increase needed to be as high as it was proposed.

Council did not make any changes to the budget and Mr. Powl will proceed with preparing the final budget for the December 20, 2018 meeting.

Reports

- a. President's Report: President Shearer did not have a report.
- b. Financial Report:
  1. Financial Statement: Mr. Powl provided a copy of the November 2018 report.
  2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the November 2018 report.
- c. Fire Department: Chief Dugan reported that the Fire Company has closed out their building loan and came in \$400,000 under budget. The only outstanding issue for the building is the epoxy floor which they are still working to get resolved. He also reported that the department put the 2004 tower truck up for sale for \$250,000. The new tower truck should be delivered in May 2019.
- d. Police Department: Chief Jasinski did not have a report.
- e. Planning Commission - Subdivision & Land Development Plans: The commission did not meet this month. The next scheduled meeting is Wednesday, January 2, 2019 beginning at 7:00 PM. President Shearer reminded everyone that the Borough still needs a replacement for Jim Hartman.
- f. Public Works Department:
  1. Superintendent's Monthly Report: Mr. Powl provided a copy of the October and November 2018 reports.

2. Borough Properties:

- a. 325 S. Railroad Street - Municipal Building:
- b. 910 E. Broad Street - Public Works Facility:
- c. 40 E. Front Street - Vacant Lot: Mr. Powl informed Council that the Environmental Report cleared the site from needing any further soil remediation. Council asked Mr. Powl to find out what the next steps are to move forward with additional testing for remediation of the high arsenic levels still present.

3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) - Mr. Powl reported that sinkholes have opened in Southeast Park just east of the detention basin outfall location on the Ludwick property. Dr. Seaton's geophysical study revealed a fracture running through the area, so any repair will need to allow ground water to continue flowing. Engineers from the ARM Group and Jack Custer from Custer Excavating met with Borough staff to discuss remediation. The plan is to excavate an area approximately 30' X 40' to a depth of 18'-20' to expose flowing water then an inverted rock filter will be placed to allow ground water to continue moving while stabilizing the top layer of soil. Work may begin the week of December 17<sup>th</sup>.

4. Refuse & Recycling: Mr. Powl reported that the number of complaints regarding refuse and recycling has been surprisingly light since Waste Management has assumed collection duties. He asked Council for their opinion on the chipping schedule. The last week of each month used to be the Borough yard waste schedule. The new idea is to maintain this calendar for chipping but require residents to schedule collection ahead of time by contacting the Borough office. This will eliminate the need for the Public Works crew to drive around the entire Borough to look for chipping piles that wastes both time and fuel.

Council agreed to try this procedure and recommended notifying the residents of this change through every manner possible.

5. Sewer System:

- a. Main Pump Station (910 E. Broad St) – Control Issue: Mr. Powl commented that a proposal is in the works to install mechanical back-up pump controls at the Main Pump Station.

Mr. Powl also reported that the Public Works crew responded to a blocked sewer main issue in the alley behind the bologna factory and the sewer camera revealed a broken sewer pipe. The break in the clay pipe is along the side of the pipe so, if kept clean, sewage can still flow through the bottom of the pipe. They have cleaned the debris out of the pipe and are considering options for repair since the area in the alley is tight for standard excavation, and the sewer main is approximately 10-feet below the surface, which further complicates matters.

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) – There was nothing new to report.
- b. 223 S. Locust Street & PASD Injection Well: There was nothing new to report.
- c. N. Duke Street & First National Bank detention basin: Mr. Powl stated that he asked RETTEW to file an emergency traffic signal permit modification request with PennDOT to shift the lanes on N. Duke Street due to the sinkhole protruding into the northbound lane. The recommendation was to remove the left turn lane and use it for northbound traffic. PennDOT approved the request and RETTEW will work to contact the line painters to eliminate the current lines at the intersection and replace them with ones that comply with the approved temporary plan for lane adjustments. The current northbound lane will be walled off using concrete jersey barriers. Mr. Powl stated that the bank is committed to a quick resolution.

- d. First Block N. Lincoln Street (between curb & sidewalk near North Ave): There was nothing new to report.
- 7. Stormwater Management:
  - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: Mr. Powl reported that the contractor has finishing connecting the two injection wells together. He explained that they have to replace the concrete riser on top of the manhole installed over the injection well on S. Harrison St with a shorter riser to match the road surface. They also have additional trench restoration to complete.
  - b. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) - There was nothing new to report.
  - c. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status: Mr. Powl indicated that the Borough Engineer still has not heard anything back from DEP on the waiver request.
  - d. Phase B Stormwater Management System: (between Main Street & railroad tracks - Grant Street & Palmyra Shopping Center) – Mr. Powl commented that this project was delayed.
  - e. Mr. Powl did report that Dwight Wagner of Shadow Stone recently purchased the cocoa bean silos from the Hershey Company and he wants to make them into apartments. While he was meeting with representatives of The Hershey Company, he mentioned the stormwater project at Ridge Road park and inquired why The Hershey Company was not allowing this project to commence. Mr. Wagner informed Mr. Powl that he was informed that the representative would be looking into the issue for possible reconsideration.
- 8. Street & Alley Maintenance: Councilor Barry asked how to alleys get repaired because Kramer Way towards Ridge Road has several large potholes that need to be fixed.
- g. Solicitor's Report: (Josele Cleary, Esq. - Morgan, Hallgren, Crosswell & Kane PC)
  - 1. The Solicitor is preparing and advertising the Real Estate Tax ordinance and the ordinance to amend the minimum number of apartments for private trash collection in Chapter 305 (Solid Waste) for action at the December 20<sup>th</sup> meeting.
- h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the November 2018 report. There are no zoning hearing board meetings scheduled for December.
- i. Borough Manager's Report: Mr. Powl had nothing additional to report.

Other Business

There was no other business.

Public Comment Period #2

There were no public comments.

Announcement:

President Shearer announced that Borough Council will conduct its next public meetings on Thursday, December 20, 2018, and Tuesday, January 8, 2019 beginning at 7:00 p.m.

Motion to Adjourn

*Motion to adjourn by Jane Quairolì, second by Joe Templin. The meeting adjourned at 7:45PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager