

Palmyra Borough Council Meeting
December 22, 2015
7:00 PM

Borough Council President Jane Quairola 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, Brian Craig, Gary Laudermilch, Beth Shearer, Joe Templin, and Ralph Watts. Also in attendance were Mayor Fred Carpenter, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Police Chief Stan Jasinski was absent from the meeting.

President Quairola announced that Borough Council held an executive session at the conclusion of the December 8th Workshop meeting to discuss personnel issues as permitted by the Pennsylvania Sunshine Act. Official action resulting from discussions held during the Executive Session will occur later during this meeting.

Special Visitors

Ben Reid from Rhoads-Sinon was present to obtain Council & Secretary signatures & seals on the loan settlement documents for the new \$3,000,000 loan.

Public Comments

There were no public comments.

Consent Calendar

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

- a. Approve the minutes of the December 8, 2015 Borough Council Workshop meeting.
- b. Approve the minutes of the November 24, 2015 Borough Council meeting.
- c. Approve payment of all bills listed on the November 2015 Bill's List.
- d. Approve the Treasurer's Report for the period November 1 through November 30, 2015:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund
YTD Revenue	\$2,629,939	\$1,411,493	\$757,884	\$3,753	\$17,670
YTD Expenses	\$2,401,078	\$1,331,154	\$790,882	\$68,129	\$20,330
Difference	\$228,862	\$80,339	\$(32,998)	\$(64,376)	\$(2,660)
Fund Balance	\$1,266,786	\$628,522	\$337,074	\$1,450,658	\$2,145,596
	Liquid Fuels Fund	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund
YTD Revenue	\$184,554	\$27,694	\$44,047	\$31	\$40,547
YTD Expenses	\$182,394	\$28,500	\$23,413	\$0	\$0
Difference	\$2,160	\$(806)	\$20,635	\$31	\$40,547
Fund Balance	\$ 127,048	\$275	\$62,496	\$12,256	\$242,308

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

Action Items

a. 2016 Final Budget:

Motion: To approve the 2016 Final Budget. Motion by Pat Hennessy, second by Joe Templin. President Quairoli called for a roll call vote:

<i>Brian Craig</i>	-	<i>No</i>
<i>Pat Hennessy</i>	-	<i>Yes</i>
<i>Gary Laudermilch</i>	-	<i>No</i>
<i>Beth Shearer</i>	-	<i>Yes</i>
<i>Joe Templin</i>	-	<i>Yes</i>
<i>Ralph Watts</i>	-	<i>Yes</i>
<i>Jane Quairoli</i>	-	<i>No</i>

The motion passed by a 4-3 vote.

b. Ordinance #767 – 2016 Real Estate Tax Ordinance:

Motion: To enact Ordinance #767, the 2016 Real Estate Tax Ordinance, to set the real estate tax rate pursuant to Section §1310.1 of the Borough Code for the Year 2016 at the following rates:

Real Estate Tax = 2.85 mills; Public Library Tax = .06 mills

President Quairoli called for a roll call vote:

<i>Brian Craig</i>	-	<i>No</i>
<i>Pat Hennessy</i>	-	<i>Yes</i>
<i>Gary Laudermilch</i>	-	<i>No</i>
<i>Beth Shearer</i>	-	<i>Yes</i>
<i>Joe Templin</i>	-	<i>Yes</i>
<i>Ralph Watts</i>	-	<i>Yes</i>
<i>Jane Quairoli</i>	-	<i>No</i>

The motion passed by a 4-3 vote.

c. Resolution 2015-17 – Appoint Members to the Palmyra Zoning Hearing Board:

Motion: To approve Resolution #2015-17, a resolution appointing J. Edward Kaylor, as a regular member of the Zoning Hearing Board, whose term shall expire December 31, 2016; Brad Martin, as a regular member of the Zoning Hearing Board, whose term shall expire December 31, 2017, and; Ryan P. Kelly, as a regular member of the Zoning Hearing Board, whose term shall expire December 31, 2018. Motion by Ralph Watts, second by Pat Hennessy. Motion passed

d. Helm Subdivision Plan - Financial Security Reduction Request #3:

Motion: To approve a reduction of \$27,833.45 to the financial security required for the Helm Subdivision Plan, leaving a remaining balance of \$32,622.97. Motion by Pat Hennessy, second by Joe Templin. Motion passed.

e. Employee Suspensions:

1. Motion: To confirm the suspension of Amerigo Garosi, Jr., Bryon Lehn, and Jim Teahl, Jr. for ten (10) days without pay for violating the Borough's work rules relative to the reporting of accidents involving Borough vehicles. Motion by Ralph Watts, second by Beth Shearer. Motion passed by a 6-1 vote with Pat Hennessy voting against the motion.

2. *Motion:* *To confirm the suspension of Floyd Brandt for five (5) days without pay for failure to mark several PA One Call requests resulting in excavation damage to Borough main sanitary sewer lines. Motion by Gary Laudermilch, second by Beth Shearer. Motion passed by a 6-1 vote with Pat Hennessy voting against the motion.*
- f. Bid Award – 900 Block E. Maple Street Injection Grouting: Mr. Powl provided a copy of the bid results showing Mar-Allen Concrete Products as the low bidder.
Motion: *To authorize the Borough Manager to issue a Notice of Intent to Award a contract to Mar-Allen Concrete Products, 490 Milway Road, Ephrata, PA in the amount of \$214,140.00 for providing all labor, equipment, materials, and the performance of all operations associated with compaction grouting to repair reoccurring sinkhole damage along a portion of the 900 Block of East Maple Street, contingent upon successful review by the Borough Solicitor and Borough Engineer. Motion by Ralph Watts, second by Joe Templin. Motion passed.*
- g. Bid Award – 900 Block E. Cherry Street - Construction of Injection Well #10 Detention Basin:
Motion: *To authorize the Borough Manager to issue a Notice of Intent to Award a contract to Custer Excavating, Inc., 36 Apple Lane, Hershey, PA 17033 in the amount of \$234,011.80 for providing all labor, equipment, materials, and appurtenances necessary to construct the stormwater detention basin and install inlets and piping necessary to make new Injection Well #9 fully functional. Motion by Pat Hennessy, second by Joe Templin. Motion passed.*

Reports

- a. President's Report: President Quairoli announced that it has been a pleasure to serve the community and thanked the rest of Council for working with her.
- b. Financial Statement: Council review and discussed the financial statement as of November 30, 2015.
- c. Fire Services Commission Report: Did not meet this month.
- d. Library Board Report: Councilor Craig provided a copy of the December 2015 report.
- e. Police/Mayor's Report: Mayor Carpenter provided a copy of the November 2015 Monthly Police Report. He also announced that he has received donations for two police bicycles and will reinstate the bicycle patrols in town.
- Ms. Pera informed Council that the oral exams are completed. Two candidates did not pass. The top five applications will be forwarded to Chief Jasinski for background investigations to be completed. Once they are finished, the Civil Service Commission will certify the top three names for consideration.
- f. Planning Commission: Did not meet in December. The next meeting is scheduled for Wednesday, January 6, 2016 beginning at 7:00 PM.
- g. Recreation Commission Report: Councilor Hennessy provided a copy of the December report.
- h. Solicitor's Report: There was no report.
- i. Zoning Hearing Board: No hearings were conducted in December.

j. Borough Manager's Report:

1. New Municipal Building Project Status Update: Mr. Powl informed Council that he was under the impression the HVAC issues were wrapping up, but was informed that there are several outstanding items that will need to be resolved. He also mentioned that Beers & Hoffman is working with the contractor for the purpose of releasing some of the retainage. The floor contractor is expected to schedule some time in the next several weeks to re-finish the stained concrete floors.
2. Mr. Powl informed Council that the toolbox door on Vehicle #7 was repaired as directed by Council at the 12/8/15 Workshop meeting.
3. Mr. Powl provided an update on the PA American Water Co. - Railroad Street Water Main Replacement Project.
4. Mr. Powl advised Council that they need to appoint a Vacancy Board Chairman. He also informed Council that Jay Arnold's seat on the Municipal Authority is expiring. Mayor Carpenter volunteered to contact Mr. Arnold to inquire of his interest to continue serving in the position.

Announcement

President Quairoli announced that Borough Council will conduct its biennial Reorganization Meeting on Monday, January 4, 2016 beginning at 7:00 PM, a public workshop meeting on Tuesday, January 12, 2016 beginning at 6:00 PM, and its regular monthly public meeting on Tuesday, January 26, 2016 beginning at 7:00 PM.

Other Business

- Mayor Carpenter presented Certificates of Appreciation to Jane Quairoli and Gary Laudermilch for their service to the Borough.
- Council Hennessy announced that Friday, December 25th refuse/recycling will be collected on Monday, December 28th. He also announced that refuse/recycling collection for New Year Day will be December 31st.
- Councilor Shearer announced that it has been a pleasure to serve on Borough Council with Councilor Quairoli & Councilor Laudermilch.
- Councilor Templin inquired about the pricing for the Fireman's Park Pavers and Ms. Pera explained that she is still waiting for the updated pricing information from Long's Nursery.

Motion to Adjourn

Motion to adjourn by Ralph Watts, second by Pat Hennessy. The meeting adjourned at 7:49 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager