

Palmyra Borough Council Workshop Meeting  
Tuesday, December 9, 2014  
6:00 PM

Borough Council Vice President Pat Hennessy 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 Joe Templin, Brian Craig, Gary Laudermilch, Bob Longenecker, and Beth Shearer. Also present were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl and Assistant Borough Manager Brenda Pera. Jane Quairoli was absent from the meeting.

Special Visitors

- a. Bruce Kohr of Matthew & Hockley Associates and Leonard Sheriff were present to address Council concerning the subdivision plan for the property at 521 and 523 W Cherry Street. Mr. Kohr presented a request to Council for a waiver from curbing along the property in South Avenue. He also explained that the property lines had to be moved between the properties to accommodate the required impervious surface as outlined in the subdivision ordinance. Council agreed to the waiver in principal and stated it would be approved after being reviewed and recommended by the Planning Commission.
- b. Fire Chief Dave Dugan of Citizen's Fire Co. No. 1 apologized to Council for any comments that were made by members of the fire department throughout the discussion of the new building. He explained that no comments were made out of anger, but driven by the passion of those serving as members of the fire department on behalf of the community. Chief Dugan cited several statistics to highlight their commitment to the municipalities. He also apprised Council that the fire department will be celebrating their 125<sup>th</sup> Anniversary in 2015 as a fire department in the Borough. He expressed his concern that Borough Council has been discussing a new fire house since 1996, has recently spent funds to study a new building, passed a resolution in support of constructing a new firehouse, and now has decided it does not support the funding necessary for a new firehouse. He explained that current funding levels will not be adequate to fund the fire company's future apparatus replacement needs. He also explained that through their efforts, the fire company has been able to get the Borough's ISO insurance ratings improved from a five (5) to a four (4), and are only a few points away from achieving level three (3). This effort should decrease homeowner's insurance rates by approximately 2%. He pleaded to Council to provide direction in black and white as to how the fire company is to move forward, and asked that meetings be scheduled soon to begin this discussion.

Councilor Laudermilch encouraged Council to revisit the budget and include the fire house. He spoke in favor of the volunteers and expressed his concern that Council passed a Resolution in July but refuses to support the fire company. Councilor Shearer also spoke in favor of reopening the budget to include the fire house and cautioned Council that refusing to take steps now will only make the eventual cost of the new firehouse more expensive to build and interest rates to secure the loan will likely be higher, therefore, the tax increase needed for a future budget year will likely be even higher than taking on the project now. She also cited her concern over delaying the purchase of the police vehicle for another year.

*Motion: To revisit the budget to include the new fire house for 2015. Motion by Gary Laudermilch, second by Beth Shearer.*

Vice President Hennessy opened the floor to public comment.

- Ralph Watts, 201 E. Main Street, conveyed his concern for this motion without the Council President in attendance.

*Vice President Hennessy called for a roll call vote:*

<i>Brian Craig</i>	-	<i>No</i>
<i>Pat Hennessy</i>	-	<i>No</i>
<i>Gary Laudermilch</i>	-	<i>Yes</i>
<i>Bob Longenecker</i>	-	<i>No</i>
<i>Beth Shearer</i>	-	<i>Yes</i>
<i>Joe Templin</i>	-	<i>No</i>

*The motion was defeated by a 4-2 vote.*

Vice President Hennessy stated that he is unsure why a certain Councilor who has always been against a tax increase in past years is now pushing for a larger tax increase.

Councilor Laudermilch responded by stated that he believes the new fire house is needed, interest rates are low now so it would cost less to borrow money, and, he believes that anyone has the right to change their mind after further thought on a particular subject. Councilor Laudermilch voted in favor of the fire house.

#### Administration Department

a. 2015 Budget:

1. Mr. Powl reported that one of the Highway Department employees submitted their resignation effective December 19, 2014. He recommended leaving the salary in the 2015 budget, but apprised Council that the Highway Superintendent was not planning to hire a replacement until Spring. Council agreed with that approach.
2. Mr. Powl indicated that Ordinance #758 - 2015 Real Estate Tax Ordinance is scheduled to be advertised on 12/12/14 in the Lebanon Daily News and Council will be able to take action on the budget and tax ordinance at the December 23<sup>rd</sup> Council meeting.

- b. Employee Safety Manual: Vice President Hennessy asked for public comments concerning the Safety Manual. There were none.

*Motion: To approve the Employee Safety Manual as presented at the November 10, 2014 Workshop meeting to institute the Palmyra Borough Safety and Loss Control Program. Motion by Bob Longenecker, second by Joe Templin. Motion passed.*

- c. New Municipal Building Project Status Update: Mr. Powl informed Council of the remaining items for completion:

- Re-setting of monument and bricks & finish landscaping in memorial area.
- Fine grading & lawn seeding (likely to be postponed until Spring 2015).
- Firearms room workbench & cabinetry installation.
- Police Processing Room Ventilation Hood & cabinetry changes.

He also updated Council on the outstanding HVAC Issues and provided them with a proposal for \$5,574.77 for drilling holes in the building roof for five exterior antennas mast pipes to mount antennas to. Mayor Carpenter suggested letting the County EMA install the antennas. Mr. Powl advised Council that the contractor is going to hire the roofers that installed the metal roof to cut the holes so that the holes are sealed properly. He recommended that the contractor handle the installation of the antennas mast pipes and let the County hook up to the antennas once the pipes are installed. Council agreed with this plan of action and authorized Mr. Powl to have the antennas installed.

Mr. Powl did not have anything new to report on the pursuit of liquidated damages.

- d. Property Maintenance Issues: Mr. Powl reported that Codes Officer Bill Baker has been reassigned to northern municipalities that Light-Heigel represents because they are closer to his home. The codes Officer for the Borough will be Kevin Thomas. He also reported that 433 N. Railroad Street has been purchased by ShadowStone with the intent to place their office at that location.
- e. Resolutions: Mr. Powl provided a copy of the appointments ending December 31, 2014 and advised Council that Resolutions will be prepared for action at 12/23/14 meeting.
- g. Reports:
  - 1. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the November 2014 delinquent balance report.
- h. Subdivision & Land Development Plans: Mr. Powl informed Council that there are no actionable items for 12/23/14 meeting.
- i. Zoning Hearing Board: There are no hearings are scheduled for 12/15/14.

#### Police Department, Fire Department, and Emergency Management

There was nothing to report from the Police Department.

Fire Chief Dugan asked if Council was in agreement to work on a plan with the Fire Department. Councilor Hennessy promised Mr. Dugan that meetings would occur at the beginning of the new year.

#### Public Works Department

- a. Superintendent's Monthly Report: Mr. Powl provided a copy of the November 2014 report.
- b. Parks:
  - 1. Fireman's Park Project Update: Mr. Powl reported that the RETTEW contact that was working on the park plan is no longer with the company and his replacement has been working diligently to finalize the plan for submission to DCNR.
- c. Street & Alley Maintenance:
  - 1. Mr. Powl informed Council that West Oak Street from Locust St. to Lingle Avenue is on the repaving plan for 2015. Staff will be conducting curb inspections in the next week in order to notify residents that their curbs need to be replaced prior to the project.
- d. Stormwater Management:
  - 1. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) – Mr. Powl reported that a meeting was held on December 9<sup>th</sup> with Hillwood to revisit discussion on using their quarries for storm water collection. Mr. Powl stated that the conversation was positive and is continuing, so this proposal may still be possible.
  - 2. Injection Well #9 Relocation (900 Block E. Cherry St.) Project Status Update: Mr. Powl shared a copy of the DEP letter dated 12/3/14 announcing that the two grants the Borough received from DEP cannot be used to build the detention basin. They must be used for a wetlands project. The Borough engineer is looking into the installation of wetlands in the detention basin.
  - 3. Ridge Road & N. Grant Street Detention System Project Status Update: Mr. Powl informed Mr. Chimel that he has until the end of 2014 to make a decision on this project.
  - 4. Retrofit of Wastewater Treatment Plant to Receive, Treat, and Discharge Stormwater to Killinger Creek: Mr. Powl is hoping to announce the RFP in 2015.

- e. Sinkholes: Mr. Powl commented that there are no new sinkhole issues to discuss.
- f. Sewer System: Vice President Hennessy asked Mr. Powl to request a set of plans from North Londonderry Township for the Pump Station #4 project so that we can see what the project entailed.
- g. Traffic Signals:
  1. Grant Street Traffic Signal Removal: Mr. Powl reported that there have been no issues to date since the signal has been removed.
  2. US 422 Adaptive Traffic Signal System: Mr. Powl informed Council on the items that were discussed at the most recent conference call:
    - Additional video detection zones have been added on the northbound approach of Railroad Street and the southbound approach of Duke Street.
    - Earl Drive signal seems to be out of sync with other corridor signals - will be checked.
    - Bicycle detection seems to be a concern, especially at Duke Street - will be investigated.
    - The traffic signals along US 422 are in coordination from 6 AM to 10 PM. The signals will run independently from 10 PM to 6 AM.

#### Other Business

Mayor Carpenter inquired on where the Borough purchased the pedestrian crossing signs for the middle of the road at various intersections. Mr. Powl thought they were purchased through a grant. Mayor Carpenter mentioned that one would be helpful at the Main and Grant Street intersection to assist kids that must cross Main Street to walk to school since the traffic signal is no longer there to help.

#### Announcement

Vice President Hennessy announced that Borough Council will conduct the regular monthly public meeting on Tuesday, December 23, 2014 beginning at 7:00 PM and a public workshop meeting on Tuesday, January 13, 2015, beginning at 6:00 PM.

#### Motion to Adjourn

The meeting adjourned at 7:26 PM by unanimous consent.

Respectfully submitted,

Roger E. Powl  
Borough Manager