

Palmyra Borough Council Meeting
Tuesday February 14, 2017
7:00 PM

Borough Council President Mark Smith called the meeting to order at 7:02 PM in Council Chambers of the Palmyra Municipal Center, located at 325 S. Railroad St. Other Council members in attendance included Beth Shearer, Brian Craig, Jane Quairoli, Joe Templin and Ralph Watts. Also in attendance were Assistant Borough Manager Brenda Pera and Police Chief Stan Jasinski. Carissa Mellinger, Mayor Fred Carpenter, and Borough Manager Roger Powl were absent from the meeting.

Announcements

President Smith announced that Borough Council held an executive session before this evening's Borough Council meeting to discuss 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.

Public Comments

- Maddie Reed, 233 E. Hazel Street, inquired about the cell tower litigation and Fireman's Park.
- Mike McNamara, 311 E. Cherry Street, asked for an update on the sinkhole mitigation.

Consent Calendar

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

- a. Approve the minutes of the January 24, 2017 Borough Council meeting.
- b. Approve payment of all bills listed on the January 2017 Bill's List.

Motion: To approve the consent calendar. Motion by Mark Smith, second by Beth Shearer. Motion passed.

Action & Discussion Items

- a. Resolution #2017-10 – Pennsylvania 811 Safe Digging Month:

Motion: To approve Resolution #2017-10, a resolution proclaiming the month of April 2017 as "Pennsylvania 811 Safe Digging Month." Motion by Jane Quairoli, second by Brian Craig. Motion passed.

Council asked that a notice be placed in the April newsletter and on the electronic sign board.

- b. Appointed Officials – Vacancies Remaining:
 1. Palmyra Municipal Authority Board: (5-year terms) Finish the 5-year term held by Pat Hennessy – expires 12/31/18
 - Councilor Shearer asked if there was an issue for three Council members to serve on the Authority Board. If not, she would be willing to assume this position. Ms. Pera will research her question.
 2. Vacancy Board Chairman: (1-year term as required by Section 901.C of the Borough Code) Greg Reed, 233 E. Hazel Street, agreed to serve in this capacity.
 3. Palmyra Area Rec. & Parks Commission (Council Representative): (3-year term) – Councilor Quairoli agreed to serve as the Council Representative.

Reports

- a. President's Report: President Smith did not have a report.
- b. Financial Report:
 1. Financial Statement: (as of January 31, 2017)

2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the January 2017 report. There were no questions.
- c. Fire Department:
 1. New Firehouse Update: Dustin Kennelly, President, reported that the brick work has been completed, the garage doors are being installed, drywall has begun, and the ramp is scheduled to be poured in the near future. They are currently waiting on Met-Ed to hook up the electricity to the building.
- d. Police Department: Chief Jasinski had no report.
- e. Planning Commission - Subdivision & Land Development Plans: The Commission did not meet this month. The next meeting is scheduled for Wednesday, March 1, 2017 beginning at 7:00 PM.
- f. Public Works Department: Asst. Borough Manager Pera
 1. Superintendent's Monthly Report: Ms. Pera provided a copy of the January report. There were no questions.
 2. Borough Properties: (Municipal Building, Public Works Garage, former Wastewater Treatment Plant)
 - a. New Public Works Garage Building: The Land development plan is in process with Steckbeck Engineering and updates should be available at the 2/28/17 meeting.
 - b. Fuel System Management Upgrade Project (For our above-ground fuel tank at 910 E. Broad St): The system upgrade has been ordered and installation is expected in approximately four (4) weeks.
 3. Parks: (Heritage Park, Palmyra Memorial (Fireman's) Park, and Southeast Park)
 - a. DCNR Grant - Fireman's Park Project Update: Ms. Pera reported that the clay liner is being finalized and the aquifer enhancers are scheduled to be onsite this week.
 4. Refuse & Recycling:
 - a. Truck cameras: The cameras are still not 100% operational and staff is trying to determine if this is an installation issue (911 Rapid Response) or manufacturer issue (Rosco Video).
 5. Sewer System: There was nothing new to report.
 6. Sinkholes:
 - a. 300 Block E. Cherry St / 100 Block S. Grant St: Myers Brothers drilled a 4th test well near the center of where the houses once stood on 1/30/17. Drilled 400+ feet and never got out of bedrock. The test well failed and it was plugged.

Myers Brothers drilled a 5th test well along South Ave between S. Harrison St and the unnamed North/South Alley on Friday 2/10/17. A substantial void was encountered at greater than 100 feet, which is good news. Water testing should take place the week of 2/13.

ARM Group has preliminary designs ready for a detention basin to be constructed on the property where the houses once stood. The Borough is waiting on results of test well drilling to finalize basin size, design, etc.

Preliminary basin design indicates a basin depth at the maximum 8-feet (310-16.B(1)). According to Section 310-16.A(7) of the Code of Ordinances, any stormwater management facility "may" be required to be fenced with a minimum 4-foot high fence with 10-foot wide gates.

A basin is allowed to hold water at 8-feet for a period of 72-hours so, there is a drowning hazard. A fence would eliminate the use of the property as passive open space during dry conditions. Council discussed the liability issues versus aesthetics of the neighborhood and agreed that a 6-foot high fence is necessary, but asked that no razor wire be installed at the top of the fence.

- b. Shellbark Alley Drain/Well (to the rear of 138 N. Chestnut St): Morrison drilled a 2nd test well in Shellbark Alley just south of Broad Street on 1/23/17. Minimal injection zones were encountered.

Morrison drilled a 3rd test well in Shellbark Alley near Division St on 1/25/17 and again, minimal injection zones were encountered.

Morrison started drilling a 4th test well near intersection of Shellbark & Arch St but, could not go deeper than 50-feet due to shallow fractured bedrock encountered with small drill rig. This well was abandoned and plugged.

Myers Brothers drilled a 5th test well in Arch St between Shellbark & N. Lincoln St. on 2/3/17 with larger drill rig. Substantial injection zones were encountered at greater than 100 feet deep, which is good news. Water testing on test well #'s 2,3, and 4 should occur the week of 2/13.

7. Stormwater Management:

- a. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) DEP Growing Greener Grant extended until June 30, 2017

Bids were opened on January 17th. Council must award or reject the bids on or before the March 14th meeting.

Mr. Powl met with the School Board on Thursday 2/2/17. North Londonderry Twp. Supervisors were also present. School Board requested mosquito information to be resubmitted, along with a completed copy of the DEP Landowner Agreement Form, and a revised Ridge Road Park layout plan showing how the wetlands project will impact the Ridge Road Park master plan from 2010. They also asked for information relative to bog turtle studies. As of 2/10/17 all of this information has been submitted to the School District.

A revised plan was also provided to Tina King at PARPC for Rec Commission input.

A letter dated 2/7/17 from North Londonderry Twp. was sent to the School Board Chairman Chris Connell stating that they have no objection to the proposed wetlands project but, they suggested that the Borough purchase the land needed for the wetlands for "a nominal fee."

The Borough Solicitor has finalized the easement agreement with Dwight Wagner of ShadowStone. Mr. Wagner has been provided with a copy and is reviewing the final agreement.

Mr. Powl met with School District Superintendent Lisa Brown on Thursday 2/9/17 to discuss the project. The School Board is planning to discuss the project further at their 2/9/17 meeting. Ms. Brown will provide Roger with a status update.

- b. Injection Well #1 Relocation Project Status Update: (Spruce & Chestnut Street) - The aquifer enhancement is scheduled for 2/14/17 for the test wells drilled on Fireman's Park. Ms. Pera reported that they did not show up.

- c. Lebanon County MS4 Letter to DEP: Ms. Pera reported that DEP denied the MS4 waiver request from the Borough. Council discussed the need to cooperate with other municipalities in Lebanon County in the effort to request a at least a two-year extension on the next phase of DEP MS4 Stormwater Permits. Council asked Ms. Pera to reach out to Ron Fouche' to indicate their support.

Ms. Pera reported that staff and the Borough Engineer would be meeting to discuss the next steps pertaining to the denial of the waiver.

8. Street & Alley Maintenance:
 - a. N. Duke St. & E. Arch Street - Public Dedication Status Update: The attorney for Cedar-Palmyra Shopping Center has returned the agreement showing red-line revisions requested by the Borough Solicitor. Josele is reviewing the revised agreement.
- g. Solicitor's Report: There was nothing outside of issues already reported to share.
- h. Zoning & Codes Enforcement:
 1. Zoning Officer/Codes Enforcement Officer Report: A copy of the January 2017 report by Ed Wenger of Light-Heigel was provided to Council.
 2. Zoning Hearing Board: (Results of the Monday February 13th Hearing)
 - a. 25 N. Franklin Street – Jonathan D. Pollock: Section 380-15.B (Uses Permitted By Right – Town Residential District): Variance of the permitted uses being sought in order to establish a new martial arts studio in former church. Ms. Pera reported that the application was approved unanimously.
 3. Zoning Officer/Codes Enforcement Officer Position: Five candidates were selected for interviews to occur from 2/21/17 – 2/27/17. Results of those interviews are to be discussed in Executive Session on March 14th at 6:30 PM.

Plan B: Ms. Pera reported that Mr. Powl has discussed an alternative option with Light-Heigel where their Zoning/Codes Enforcement Officer Ed Wenger would be assigned to work a scheduled number of hours and certain days per week at the Borough Office. This would be an intermediate step towards increasing Code Enforcement efforts at a lessor cost than hiring a full-time employee. Details & costs to be determined in future depending on Council direction, and/or the results of the interviews.

- i. Borough Manager's Report:
 1. Hennessy Way: Ms. Pera reported that Mr. Powl has suggested limiting the naming of Hennessy Way from Main Street north to its end at E. High Street due to the disconnected nature of the alley south of Main Street. Council agreed that the southern side of Main Street is too disconnected and asked for the only the north side to be named.
 2. Weis Markets – Transfer of Liquor License Request: Council will need to conduct a public hearing at the March 14, 2017 meeting for the purpose of allowing residents of the Borough to voice their opinions on the proposed inter-municipal liquor license transfer proposed by Weis at the Palmyra Shopping Center. Ms. Pera indicated that Weis Markets are to reimburse the Borough for all costs associated with this request. Council agreed to move forward with the public hearing.

Other Business

There was no other business.

Announcement

President Smith announced that Borough Council will conduct a public meeting on Tuesday, February 28, 2017 and on Tuesday, March 14, 2017 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Ralph Watts, second by Jane Quairolì. The meeting adjourned at 8:15 PM.

Respectfully submitted,

Brenda L. Pera
Assistant Borough Manager