

Palmyra Borough Council Meeting
 March 22, 2016
 7:00 PM

Borough Council President Pat Hennessy 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 Brian Craig, Carissa Mellinger, Beth Shearer, Mark Smith, Joe Templin, and Ralph Watts. Also in attendance were Mayor Fred Carpenter, Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, and Police Chief Stan Jasinski.

Special Visitors

Kristine Warner, President of PABA, requested permit & permit fee waivers required by Section 333-2 of the Palmyra Code of Ordinances for the PABA Truck Trek event.

Motion: To waive the solicitation fee for the annual PABA Truck Trek Event. Motion by Mark Smith, second by Joe Templin. Motion passed.

Public Comments

- Jane Quairoli, 134 Braeburn Way, inquired about the late property tax bills being a problem for the general fund, asked about hiring Dale Shope as a part-time employee, and questioned the sale of the highway garage.
- Amy Corcoran, 123 S. Harrison Street, requested an update on the E. Cherry Street sinkholes and timeline to fix the problem.
- Bill Logan, 323/325 E. Cherry Street, inquired if the \$3 million dollar loan would be used to fix the sinkholes.
- Barry Powell, 41 N. Franklin Street, asked Council to turn on the microphones, questioned the response time for a report of a sinkhole at E. Cherry Street, and asked about the timeline for the E. Maple Street project.

Consent Calendar

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

- a. Approve the minutes of the March 8, 2016 Borough Council Workshop meeting.
- b. Approve the minutes of the February 23, 2016 Borough Council meeting.
- c. Approve payment of all bills listed on the February 2016 Bill's List.
- d. Approve the Treasurer's Report for the period February 1 through February 29, 2016:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund
YTD Revenue	\$306,399	\$331,012	\$204,839	\$100,869	\$98,074
YTD Expenses	\$454,836	\$287,030	\$133,783	\$2,420	\$3,000
Difference	\$(148,437)	\$43,982	\$71,057	\$98,449	\$95,074
Fund Balance	\$1,037,590	\$708,506	\$ 357,597	\$1,549,917	\$2,254,385

	Liquid Fuels Fund	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund
YTD Revenue	\$58	\$192	\$66	\$6	\$100
YTD Expenses	\$0	\$0	\$1,048	\$0	\$0
Difference	\$58	\$192	\$66	\$6	\$100
Fund Balance	\$ 141,774	\$587	\$159,367	\$12,263	\$242,459

Motion: To approve the consent calendar. Motion by Ralph Watts, second by Beth Shearer. Motion passed.

Action Items

a. 30 West Ridge Road - Sidewalk Maintenance Agreement:

Motion: To authorize the Borough Manager to send a letter to the property owners of 30 West Ridge Road to inform them that the current Borough Council considers the May 24, 2010 agreement for the maintenance of the sidewalk to be related to a governmental function, which is not binding upon future Borough Councils, therefore, the current Borough Council does not consider the Borough obligated to follow the agreement and it is being rescinded effective immediately. Motion by Beth Shearer, second by Brian Craig. Motion passed.

b. Policy for the Collection & Repayment of Delinquent Sewer & Refuse Fees:

Motion: To eliminate the previously mandated 18-month maximum time period for residents to structure repayment plans for past due accounts, and to give discretion to Borough Management to work with the residents to establish repayment plan time periods, not to exceed four years, that will guarantee the repayment of the past due accounts in a timely manner. Motion by Mark Smith, second by Beth Shearer. Motion passed.

c. Resolution #2016-11 – Sale of Borough Owned Property by Sealed Bid:

Motion: To approve Resolution #2016-11, a resolution authorizing the sale of the current Borough Highway Garage property located at 210 North Forge Road by sealed bid, and establishing a minimum bid of \$339,900. Motion by Ralph Watts, second by Brian Craig. Motion passed.

d. Injection Well #4 (E. Arch St. between N. Duke St & N. Prince St.) – Study Proposal:

Motion: To approve the proposal by ARM Group, Inc., Hershey, PA, to investigate and determine if the capacity of Injection Well #4 can be improved by drilling a larger and deeper well, or, if a new injection well is warranted. The cost of the work shall not exceed \$11,500 and will be charged to Capital Reserve Budget Line Item #30.436.610 – Storm Sewers Construction. Motion by Ralph Watts, second by Joe Templin. Motion passed.

e. Phase A Stormwater Management System: ShadowStone Landowner Agreement – Hydrant Costs?
 Mr. Powl informed Council that the annual rental cost for the hydrants in ShadowStone is \$5,040. Mr. Wagner has asked the Borough to assume these costs as part of the agreement for the stormwater basin. Council considered several options concerning the cost of the hydrant rental and agreed to

offer Mr. Wagner a 15 year maximum on paying the rental fee or until he no longer owns the property. Mr. Powl will work with the Solicitor to revise the agreement accordingly and then speak to Mr. Wagner.

Reports

- a. President's Report: President Hennessy had no report.
- b. Financial Statement: Council reviewed the financial statement as of February 29, 2016.
- c. Fire Services Commission Report: (Did not meet this month)
- d. Library Board Report: Councilor Craig provided a copy of the Library report.
- e. Police/Mayor's Report: Mayor Carpenter provided a copy of the February 2016 Monthly Police Report.

Ms. Pera provided a letter to Council from the Civil Service Commission announcing the top three Patrol Officer candidates for consideration. The Police Chief can establish an interview time and proceed with choosing a candidate.

Mayor Carpenter announced that he received thank you cards from Carol McLaughlin for her retirement plaque and the Cub Scouts. He also announced that he received a donation for the other half of the costs towards a Police patrol bicycle.

- e. Planning Commission: Did not meet this month. The next meeting is Wednesday, April 6, 2016 beginning at 7:00 PM.
- f. Recreation Commission Report: Council indicated that they did not receive the report, so President Hennessy will provide a copy.
- g. Solicitor's Report: There was nothing to report.
- h. Zoning Hearing Board: Mr. Powl provided the results of the March 14th hearing -
 1. 1019 E. Main Street (FLAttLINE Auto Sales):
 - Variance of Section 380-24.B (3) – setbacks for access drives. Approved unanimously.
 - Variance of Section 380-29.A – establishment of more than one principal use on a lot. Approved on a 2-1 vote, contingent upon, the applicant preparing and recording a new consolidated deed for the property containing a stipulation prohibiting the subdivision of the property in the future.
- i. Borough Manager's Report:
 1. New Municipal Building Project Status Update: Mr. Powl informed Council that the floor was refinished and the landscaping is the only item remaining to be completed.
 2. Hiring of a Sanitary Sewer Engineer Consultant: Mr. Powl presented an option to hire Dale C. Shope, PE, as a part-time employee at the rate of \$50 per hour to assist the Borough with issues pertaining to the decommissioned waste water treatment plant and the collection system. Mr. Shope has been the Borough Sanitary Sewer engineer since the plant was update in the 1970's and his knowledge of the system is too important to lose. Mr. Powl reminded Council that as an employee of Gannett-Fleming, the Borough paid \$225 per hour for his service.

Motion: To authorize the hiring of Dale C. Shope, PE as a Borough part-time employee at a rate of \$50 per hour, which will be charged to Sewer Budget line item #08.404.313 – Engineering. Motion by Ralph Watts, second by Beth Shearer. Motion passed.

3. Winter Storm Jonas Disaster Assistance Grant - PEMA-DAP-2 Designation of Agent Resolution: Mr. Powl informed Council that PEMA will require the official designation of an Agent for any grant funds the Borough may receive to cover costs of the Winter Storm Jonas.

Motion: To approve the PEMA Designation of Agent Resolution, a resolution designating Council President Pat Hennessy as the authorized Applicant Agent to execute for, and in behalf of, the Borough of Palmyra on any disaster assistance grant documents that may be forthcoming for Winter Storm Jonas that occurred on January 22, 2016. Motion by Mark Smith, second by Ralph Watts. Motion passed.

4. Sinkhole Repair Project Update: Mr. Powl informed Council that the Terre-Kleen pollution separator unit was installed earlier in the day at the 900 Block East Maple Street. He also reported that the new manhole was installed over the new injection well. The Borough crew still has two inlets and piping to install and then the new injection well will be in use. Mr. Powl also reported that Mar-Allen should be wrapping up the compaction grouting in the next week. In the meantime, Mar-Allen submitted an invoice for \$211,322.50. The funds to pay this invoice will be coming from the proceeds of the \$3 million dollar loan, but Council will need to approve a loan draw.

Motion: To approve Loan Draw #2 from the \$3 million dollar line of credit for capital improvements in the amount of \$211,322.50 in order to pay the Mar-Allen Concrete Products, Inc. invoice. Motion by Mark Smith, second by Ralph Watts. Motion passed.

5. New Injection Well #9 Detention Basin Project Update: Mr. Powl commented that he met with the Borough Engineer and the County Conservation District representative at the 900 Block East Cherry Street to discuss the upcoming project. The contractor is scheduled to begin on April 4th with a June 2016 end date.

Announcement

President Hennessy announced that Borough Council will conduct a public workshop meeting on Tuesday, April 12, 2016 beginning at 6:00 PM and its regular monthly public meeting on Thursday April 28, 2016 beginning at 7:00 PM due to a conflict with the Presidential Primary Election on Tuesday April 26th.

Other Business

- Mayor Carpenter announced that the pavers for Fireman's Park are selling well. He is meeting with various veterans groups to enlist their assistance in selling pavers.
- President Hennessy inquired if the playground equipment was being installed. Mr. Powl confirmed that the equipment is being installed as well as other aspects of the park. Ms. Pera advised Council that once the contractor begins working on the stormwater basin, he will be moving the dirt to a location on one of the football fields. She reminded Council that this pile of dirt will be rather large and will remain until someone offers to move it to the football fields or Council goes out for bid. Moving the dirt pile was not in the contract, but the contractor provided an estimate of \$45,000 to spread the dirt on the field and seed the area.

- Mayor Carpenter expressed his disappointment that a political rally was held at the Town Square on Saturday, March 19th without any consideration for notifying the Borough. The news reported at least a hundred participants and Mayor Carpenter was concerned because only one officer was on duty due to the fact that nobody bothered to inform the Borough.

Motion to Adjourn

Motion to adjourn by Mark Smith, second by Brian Craig. The meeting adjourned at 8:33 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager