

Palmyra Borough Council Meeting
Tuesday, May 23, 2017
7:00 PM

Borough Council President Mark Smith 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 Beth Shearer, Brian Craig, Carissa Mellinger, and Joe Templin. Also in attendance were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Jane Quairolì joined the meeting at 7:12 PM.

Borough Council Vacancy

a. *Motion:* To accept the resignation of Ralph Watts as presented in a letter dated May 16, 2017. Motion by Mark Smith, second by Brian Craig. Motion passed.

b. Appointment of Replacement:

1. President Smith opened nominations for a new Borough Council member. Councilor Shearer nominated Josh Holl. Hearing no other nominations, President Smith closed the nominations.

2. Resolution #2016-17 - Council Vacancy Appointment:

Motion: To approve Resolution #2016-17, a resolution appointing Joshua A. Holl to serve the remainder of the term vacated by Ralph Watts as a member of Borough Council until the first Monday in January 2018. Motion by Beth Shearer, second by Joe Templin. Motion passed.

3. An Affidavit of Residency was provided by Mr. Holl.

4. Mayor Carpenter administered the Oath of Office to Mr. Holl.

5. Councilor Holl joined the meeting as a voting member of Borough Council.

Public Comments

- Greg Reed, 233 E. Hazel Street, asked for an update on Fireman's Park.
- Sandy Engle, 230 N. Chestnut Street, was in attendance to inquire about a policy for placing head stones at the Palmyra Cemetery. Ms. Pera informed Council that Ms. Engle has requested to place a traditional upright head stone, but there is no policy for the type of head stone allowed in the cemetery. Council had no problem allowing upright headstones versus flat memorial markers in the cemetery. Councilor Craig asked Ms. Pera to research other cemetery policies regarding headstones.
- Maddie Reed, 233 E. Hazel Street, inquired when any road repair in the Borough was going to begin.
- Don Barry, 711 N. Grant Street, reported that a pavement separation opened along the south edge of Ridge Road at the top of the alley immediately west of N. Grant Street. Mr. Powl will report it to PennDOT.
- Jael Wolf, 301 E. Cherry Street, was in attendance about issues in the sinkhole remediation area. Mr. Powl reported that Dr. Seaton of ARM Group was at the site for a third time to check the area for movement and did not observe anything troubling. He suggested that additional testing could be done for assurance that the area is not developing a new sink hole. Mr. Powl stated that Dr. Seaton believes the testing would not cost more than \$3,000.

Motion: To approve the proposal by ARM Group, Hershey, PA to conduct additional geophysical testing in the 300 Block of E. Cherry Street at a cost not to exceed \$3,000, and to expense the cost in Capital Reserve Fund Budget line item #30.436.610. Motion by Jane Quairolì, second by Carissa Mellinger. Motion passed.

Consent Calendar

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

- a. Approve the minutes of the May 9, 2017 Borough Council meeting.
- b. Approve the Treasurer’s Report for the period April 1 through April 30, 2017:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$1,504,199	\$572,031	\$339,605	\$902	\$91,956	\$223,382
YTD Expenses	\$840,315	\$611,444	\$395,332	\$392,477	\$22,244	\$1,400
Difference	\$663,884	\$(39,413)	\$(55,728)	\$(391,575)	\$69,712	\$222,094
Fund Balance	\$2,178,167	\$502,496	\$209,018	\$892,884	\$2,327,725	\$543,057

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund
YTD Revenue	\$22,293	\$43,807	\$4	\$233	\$614
YTD Expenses	\$0	\$18,668	\$0	\$0	\$0
Difference	\$22,293	\$25,138	\$4	\$233	\$614
Fund Balance	\$23,951	\$196,737	\$4,738	\$283,251	\$40,983

Motion: To approve the consent calendar. Motion by Jane Quairolì, second by Carissa Mellinger. Motion passed.

Action Items

- a. Personnel: Settlement & General Release Agreement – Amerigo Garosi, Jr:

Motion: To authorize the Borough Manager to execute the Settlement & General Release Agreement between Public Works Department employee Amerigo Garosi, Jr and Palmyra Borough regarding termination of his employment, effective April 18, 2017. Motion by Jane Quairolì, second by Mark Smith. Motion passed.

- b. Ordinance #776 – S. Center Ave. & S. Windsor Ave Dead-End Street Stubs:

Motion: To enact Ordinance #776, an ordinance accepting turnarounds at the terminus of South Windsor Ave and South Center Ave as part of the public road system of Palmyra Borough. Motion by Jane Quairolì, second by Mark Smith. Motion passed.

- c. New Public Works Garage Building Bids:

Motion: To authorize the Borough Manager to issue notice rejecting all bids received for the construction of a new 11,200 sq. ft. pre-engineered metal garage building at 910 E. Broad Street. Motion by Beth Shearer, second by Jane Quairolì. Motion passed.

Reports

- a. President's Report: President Smith has no report.
- b. Fire Department: Mr. Powl read an update provided by Chief Dugan. He also reported that Dustin Kennelly is stepping down as President of the Fire Department. The Department is planning an Open House for the new building in August 2017.
- c. Library Board Report: Former Councilor Ralph Watts provided a copy of the May report to Council. Council discussed the need to replace Ralph Watts as the Council representative to the Library Board. Councilor Quairoli stated that she currently attends the meeting as the resident representative from Palmyra Borough, but she will change to the Council representative if another resident is selected to fill her spot.

Motion: To appoint Jane Quairoli as the Borough Council representative to the Palmyra Area Library Board of Directors. Motion by Brian Craig, second by Beth Shearer. Motion passed.

- d. Police Department: Mayor Carpenter provided a copy of the April 2017 Monthly Report.

Officer McGuire Probation Period:

Motion: To officially remove Officer Shaun McGuire from probationary status effective June 8, 2017 and to retain him as a full-time Police Officer for the Borough of Palmyra Police Department. Motion by Jane Quairoli, second by Mark Smith. Motion passed.

Officer Discipline Issue:

Motion: To approve the recommendation made by the Police Chief to issue a one (1) day suspension without pay for Officer Scott P. Dojka. Motion by Jane Quairoli, second by Beth Shearer. Motion passed.

- e. Recreation Commission Report: Councilor Quairoli referenced the report shared by the Rec Commission Director.
- f. Solicitor's Report: Mr. Powl reported that the public dedication for N. Duke St. & E. Arch Street is waiting for surveyed plans. Once received, the Borough Solicitor will prepare the necessary ordinance for Council's approval.
- g. Zoning Hearing Board: There were no hearings this month.
- h. Borough Manager's Report:
 - 1. Phase A Stormwater System – ShadowStone/Ridge Road Park Wetlands Project: Mr. Powl reported that the Borough Solicitor and School District Solicitor have been discussing an easement agreement for the wetland property. He also stated that the DEP Grant representative hopes the Borough will hear soon on their request for a grant extension, but a decision could take as long as September.
 - 2. Injection Well #1 Relocation Project (at Palmyra Memorial (Fireman's) Park): The pump test did not provide any increased amount of water for drainage, but the public works crew will be installing the inlets and piping anyway as a beginning step for drainage. The detention basin can then be hooked up to the Spruce Street pipe once the Phase A Stormwater System is finally approved and installed.
 - 3. 300 Block E. Cherry Street Sinkhole Repair & Stormwater Management: Mr. Powl explained that his update was already discussed during the public comment period.

4. Shellbark Alley New Injection Well Project: (to the rear of 138 N. Chestnut St) ARM Group, Inc. will be working on a design to connect the injection wells together. The public works crew will be installing the inlets & piping once the design is completed.
5. East Oak Street & South Forge Road Vertical Re-Alignment & Paving Project: The Borough Engineer is working on the design to eliminate the need for a PennDOT Highway Occupancy Permit (HOP).
6. Palmyra Cemetery: Ms. Pera will be researching policies from other cemeteries regarding head stones.
7. Heritage Park Basketball Court Resurfacing: Mr. Powl has not received any date of which the court will be resurfaced. He will reach out to Brenneman Co. to inquire.
8. ShadowStone Zoning Map Amendment Request – Ordinance #777: Mr. Powl reported that this request will be on the agenda for the June 13th meeting. Council will need to hold a public hearing on this issue before taking a vote.

Other Business

- Councilor Shearer reminded Council of the Memorial Day parade on Monday, May 29th beginning at 9:00 AM.
- President Smith inquired if the School District has applied for the required permits for the Middle School work that has already begun, and Mr. Powl responded that Light-Heigel has confirmed that all necessary permits for the HVAC work was submitted and approved.

Announcement

President Smith announced that Borough Council will conduct a public meeting on Tuesday, June 13, 2017 and on Tuesday, June 27, 2017 beginning at 7:00 p.m.

Motion to Adjourn

Motion to adjourn by Jane Quairola, second by Beth Shearer. The meeting adjourned at 8:03 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager