

Palmyra Borough Council Meeting
Tuesday, June 13, 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, Josh Holl, Carissa Mellinger, and Jane Quairoli. Joe Templin was absent from the meeting. Also in attendance were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera.

Special Visitors

- a. Mike Klinepeter of Pyramid Construction was present to discuss the status of the firehouse sinkhole repair. He reported that a request was submitted to their builder's risk insurance company and he is waiting to hear a determination on what will be covered. Once this determination is made, a plan for repair will be implemented. Damage to the ramp will only affect the ambulance access to the building. The fire department should be able to move into the new building while provisions are made for the ambulance crew at the existing fire house until the ramp repairs are completed.

Public Hearing: N. Railroad Street Zoning Map Amendment – Ordinance #777

President Smith announced the purpose of the public hearing is to afford the public the opportunity to comment on an ordinance proposing the reclassification of the zoning designation of four (4) tracts of land formerly known as 417, 421, 423, & 433 N. Railroad Street, located between West Spruce Street, an un-named east-west alley, and North Railroad Street, from the present zoning classification of Mixed-Use (MU) to Manufactured Home Park (MHP).

The ordinance was advertised in the May 26th & June 2nd editions of the Lebanon Daily News. Notice signs were posted throughout the area proposed to be rezoned on Tuesday June 6th.

President Smith opened the Hearing for public comment. There were no public comments.

Motion: To close the public hearing. Motion by Jane Quairoli, second by Mark Smith. Motion passed.

There were no review comments from the Lebanon County Planning Department.

Motion: To enact Ordinance #777. Motion by Jane Quairoli, second by Brian Craig. Motion passed.

Public Comments

- Greg Reed, 233 E. Hazel St, inquired about the costs of the sinkhole repair at the firehouse and asked where the money was coming from to pay for repairs.
- Kenn Medina, 234 E. Cherry St., asked if he could hold his comments to the time on the agenda to discuss the 300 block of E. Cherry St. sinkhole. President Smith agreed to allow public comment at that time.
- Susan Verhoek, 170 W. Walnut St., asked Council to revisit the Downtown Plan that was completed several years ago. She also announced that she was attending a tree workshop on June 23rd at Mt. Gretna and invited Councilors to attend with her.
- Jael Wolf, 301 E. Cherry St, reported that a sinkhole was opening again in front of Kenn Medina's property.
- Don Barry, 711 N. Grant St, thanked Council for getting Ridge Road fixed within a week of his complaint.

Consent Calendar

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

- a. Approve the minutes of the May 23, 2017 Borough Council meeting.
- b. Approve payment of all bills listed on the May 2017 Bill's List.

Councilor Shearer noted a correction needed to the minutes. On the first page Beth “Smith” should be changed to Beth “Shearer.”

Motion: To approved the consent calendar with the corrections specified. Motion by Jane Quairolì, second by Beth Shearer. Motion passed.

Action & Discussion Items

- a. Motel Issues – Mr. Powl provided a copy of an ordinance from Media Borough. Council discussed whether an ordinance update is necessary to better regulate Hotels, Motels, and Inns located within the borough. They agreed to bring suggestions to the next meeting for more discussion.

Reports

- a. President’s Report: President Smith did not have a report.
- b. Financial Report:
 1. Financial Statement: Mr. Powl provided the May 2017 report. There were no questions.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the May report.
- c. Fire Department:
 1. New Firehouse Update: Chief Dugan reported that Rep. Frank Ryan is assisting the fire department with a State grant for \$2 million dollars. The fire department has also applied for a federal grant in the amount of \$180,000 to assist with the required replacement of self-contained breathing apparatus.
- d. Police Department:
 1. Civil Service Test Update: Mayor Carpenter reported that the application for patrol officer has been advertised.
- e. Planning Commission - Subdivision & Land Development Plans: Borough Manager Powl
 1. Patel Final Subdivision Plan – 201-203 N. Lincoln Street:

Motion: To approve the recommendation made by the Planning Commission to grant a 70-day extension of time from June 13, 2017 to August 24, 2017 for the review of the Patel Final Subdivision Plan, conditioned upon: notification being sent to the applicant, and applicant’s engineer, that no additional time extension will be granted, and the plan will be recommended for denial if not ready for approval by Borough Council by August 24, 2017. Motion by Jane Quairolì, second by Beth Shearer. Motion passed.
- f. Public Works Department: Borough Manager Powl
 1. Superintendent’s Monthly Report: Mr. Powl provided a copy of the May report.
 2. Borough Properties: (Municipal Building, Public Works Garage, former Wastewater Treatment Plant)
 - a. New Public Works Garage Building: Mr. Powl mentioned the land plan is ready to be recorded with Lebanon County, but the building plans are not finalized. The old wastewater treatment administration/digester building roof was replaced in 2008 and it has started to leak. Mr. Powl learned that there was a 15-year warranty on the roof replacement, therefore, repairs can be made at no cost. The public works staff will likely need to use this building for office space to reduce the cost of the new garage building.
 - b. Fuel System Management Upgrade Project (For our above-ground fuel tank at 910 E. Broad St): The new fuel control system was installed today and is up and running.
 3. Parks: (Heritage Park, Palmyra Memorial (Fireman’s) Park, and Southeast Park)
 - a. DCNR Grant - Fireman’s Park Project Update: Mr. Powl reported that Jack Custer plans to begin grading the football fields as soon as the T. R. Stoner moves his equipment. The inlets

and pipes for the stormwater basin will be connected by Borough Crews as soon as T. R. Stoner removes the dumpster.

- b. Heritage Park Basketball Court Resurfacing: Mr. Powl informed Council that work is scheduled for the end of June/early July depending on weather.
4. Refuse & Recycling:
 - a. DEP 902 Grant (New Leaf Vacuum Truck): Mr. Powl announced that the grant check in the amount of \$150,979.30 from DEP was received to reimburse the Borough for the purchase of the truck.
 5. Sewer System: There was nothing to report.
 6. Sinkholes:
 - a. 300 Block E. Cherry St / 100 Block S. Grant St: Mr. Powl reported that Dr. Seaton of ARM Group, Inc. conducted the additional geophysical testing in the area where the injection grouting was completed to verify that no new sinkhole activity exists. His data confirms that the grouting areas look very tight. He is planning to submit a report to the Borough regarding his findings. He is also conducting additional testing to locate a second injection well that is needed to complement the first injection well located in South Avenue.

Councilor Shearer asked Mr. Powl for a copy of the grouting grid for the area. Mr. Powl will provide a copy of the grout plan map and the drill & grout log sheets showing depth to rock and grout quantities injected at each drill point.

Mr. Powl also stated that the drillers did not go onto the front of Mr. Medina's property due to the location of the landscape wall, and the overhead power lines that could not be relocated since they serve as the main trunk lines. Instead, the contractor battered (angle drilled) the grout holes in front of his property. This was deemed adequate by ARM since depth to bedrock was very shallow and grout take minimal for this area of the grout grid.

President Smith opened the floor for public comment:

- Jael Wolf, 301 E. Cherry St, reported five kids playing in the dirt where the houses were located.
- Barry Shellenhamer, 228 E. Cherry St, confirmed the kids playing in the dirt and reported skateboarders using the sinkhole in the road for a ramp.
- Mr. Medina, 234 E. Cherry St, expressed his dissatisfaction for the length of time it is taking the Borough to fix the area. He also requested that any collection efforts for past due sewer fees be delayed until 30-days after the restoration project is complete for any homes affected by the sinkhole event.
- Maddie Reed, 233 E. Hazel St, expressed her concern for the length of time it has taken to make repairs.

President Smith closed public comment.

Council discussed the need to get Cherry Street open as soon as possible, and placing a fence around the perimeter of the excavated block. Council authorized Mr. Powl to place a 6-foot high metal construction fence around the perimeter of the properties where the houses were demolished and to attach no trespassing signs to the fencing.

- b. Shellbark Alley Drain/Well: (to the rear of 138 N. Chestnut St) - Mr. Powl reported to Council that ARM Group, Inc. is finishing the design plans to install new stormwater pipes and inlets in this location to utilize the new injection wells drilled so that the old shallow injection well causing the sinkhole problem can be permanently closed.
7. Stormwater Management:
 - a. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl had no new information to share with Council. He indicated that he is waiting for

an easement agreement that the Borough Solicitor and School District Solicitor are developing for the Borough to have an easement over the wetlands area.

- b. Injection Well #1 (Spruce & Chestnut Street) Relocation Project Status Update: The Public Works crew will be installing stormwater pipes to the injection well as soon as T. R. Stoner moves the dumpster that is in the way.
 - c. DEP Municipal Separate Storm Sewer Systems (MS4) Permit Waiver Status: Mr. Powl reported that a representative from RETTEW is planning to attend the July 11th Council meeting to conduct the DEP mandated annual stormwater information program.
8. Street & Alley Maintenance:
- a. West Oak Street Re-Paving: Staff has not been able to work on this project due to other priorities, but will be revisiting the paving project in the future.
 - b. East Oak Street & Forge Road Vertical Realignment Project: Mr. Powl reported that the Borough Engineer is working on finishing the bids specs for this project.
- g. Solicitor's Report: Mr. Powl reported the Solicitor is working on the appeal filed by Deann Silks, 27 N. Harrison Street, concerning her generator.
- h. Zoning & Codes Enforcement:
1. Zoning Officer/Codes Enforcement Officer (Michelle Bowman) Report: Mr. Powl provided a copy of the May report.
 2. Zoning Hearing Board: (Hearing scheduled for Monday June 19th at 5:30 PM) - Mr. Powl outlined the application for the zoning hearing board meeting:
 - a. 901 E. Main Street – Palmyra Shopping Center (Bartush Signs): The applicant (Bartush Signs) is seeking a variance of Section 380 – Attachment 7 (100 square feet maximum permitted sign area) to add 20 square feet to the existing Shopping center sign containing 115 square feet in the Highway Commercial (HC) District.

Council agreed to support this application.
- i. Borough Manager's Report:
1. 2018 Budget – Weekly Meeting Schedule: Mr. Powl provided a copy of the 2018 meeting schedule that is prepared each year for the budget. He reported a conflict in the meeting schedule exists for the second meeting in December since that is Christmas Day 2018. Council decided to change the second meeting date to Thursday, December 20th.

Other Business

There was no other business.

Announcement

President Smith announced that Borough Council will conduct a public meeting on Tuesday, June 27, 2017 and on Tuesday, July 11, 2017 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Jane Quairola, second by Beth Shearer. Meeting adjourned at 9:04 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager