

Palmyra Borough Council Meeting
June 28, 2016
7:00 PM

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

Announcements

Borough Council held an executive session at the conclusion of the Tuesday June 14th Workshop 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 later during a public meeting.

Special Visitors

Tyler Bates, Eagle Scout Candidate, was present to explain his recently completed Eagle Scout Project at the Palmyra Cemetery.

Public Comments

The following individuals spoke against privatizing refuse collection service:

- Greg & Maddie Reed, 233 E Hazel Street. Greg Reed also presented a petition of signatures of residents who are opposed to firing the trash collectors.
- Jane Quairol, 134 Braeburn Way
- Barry Powell, 141 N Franklin Street
- Bill Nixdorf, 43 S. Lingle Avenue

Consent Calendar

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

- a. Approve the minutes of the June 14, 2016 Borough Council Workshop meeting.
- b. Approve the minutes of the May 24, 2016 Borough Council meeting.
- c. Approve payment of all bills listed on the May 2016 Bill's List.
- d. Approve the Treasurer's Report for the period May 1 through May 31, 2016:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund
YTD Revenue	\$ 1,864,924	\$ 670,879	\$ 410,008	\$ 313,093	\$ 102,744
YTD Expenses	\$ 1,322,560	\$ 520,359	\$ 291,113	\$ 506,412	\$ 3,000
Difference	\$ 542,364	\$ 150,520	\$ 118,895	\$(193,318)	\$ 99,744
Fund Balance	\$ 1,765,254	\$ 672,898	\$ 393,829	\$1,258,149	\$2,259,055
	Liquid Fuels Fund	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund
YTD Revenue	\$ 206,519	\$ 25,676	\$ 43,839	\$ 12	\$ 252
YTD Expenses	\$ 1,056	\$ 0	\$ 5,653	\$ 0	\$ 0
Difference	\$ 205,463	\$ 25,676	\$ 38,185	\$ 12	\$ 252
Fund Balance	\$ 347,179	\$ 26,270	\$ 198,534	\$12,270	\$ 242,612

Motion - To approve the consent calendar. Motion by Beth Shearer, second by Pat Hennessy. Motion passed.

Action Items

a. Bid Award – Contracted Waste & Recycling Collection:

Council discussed the bids received regarding the contracted waste and recycling collection and agreed to table the discussion until the next meeting.

Motion - To table the discussion regarding the contracted waste and recycling collection bids until the July Workshop meeting. Motion by Brian Craig, second by Joe Templin. Motion passed.

b. Road Closure Request – Palmyra United Christian Church – Vacation Bible School Kick-Off Night:

Motion: To authorize the closure of Division St from N. Railroad St to N. Chestnut St, and Hamilton Alley between E. Broad St and Arch St on Saturday July 16th from 4:00 PM - 8:00 PM in order for the Palmyra United Christian Church to host their Vacation Bible School Kick-Off Night. Motion by Mark Smith, second by Ralph Watts. Motion passed.

c. Road Closure Request – Block Party – 400 Block W. Pine Street:

Mr. Powl informed Council that the applicant did not provide the required proof of insurance in time for the meeting, so the application is incomplete.

Motion: To deny the request for closure of the 400 Block of West Pine Street between South Columbus Street and South Horstick Ave. on Sunday July 3rd from 7:00 PM - 11:00 PM for a neighborhood block party. Motion by Mark Smith, second by Beth Shearer. Motion passed.

d. Resolution 2016-18 – Appoint Brian C. Craig to the GLRA Board:

Councilor Watts inquired what Ms. Pera did with her meeting stipend. Ms. Pera responded that she was paid \$35 per meeting and \$15 per committee meeting for her tenure on the GLRA board. She turned the check over to the Borough. Councilor Watts inquired if Councilor Craig will be turning the meeting stipend over to the Borough.

Motion: To approve Resolution #2016-18, a resolution appointing Brian C. Craig to serve as Palmyra Borough's representative on the Greater Lebanon Refuse Authority Board until December 31, 2019. Motion by Pat Hennessy, second by Beth Shearer. Motion passed 6-0, with Brian Craig abstained from the vote.

e. Resolution 2016-19 – Appoint Ralph Watts to the Palmyra Public Library Board:

Motion: To approve Resolution #2016-19, a resolution appointing Ralph Watts to replace Brian C. Craig as Borough Council's representative on the Palmyra Public Library Board. Motion by Pat Hennessy, second by Beth Shearer. Motion passed.

Reports

a. President's Report: President Hennessy did not have a report

b. Financial Statement: Council reviewed and discussed the financial statement as of May 31, 2016.

- c. Fire Services Commission Report: The commission did not meet. Mr. Powl provided an update on the new firehouse construction. The actual digging of the foundation should begin in the next two weeks.
- d. Library Board Report: Councilor Craig provided a copy of his report and offered his resignation from the board.
- e. Police/Mayor's Report: Mayor Carpenter provided a copy of the May 2016 Monthly Police Report. Ms. Pera reported that there were several abandoned bicycles at the old sewer plant for disposal. She inquired of Chief Jasinski if the bikes were abandoned long enough for Council to give to the library for sale. Chief Jasinski would check into the length of time and report back.
- f. Planning Commission: The commission did not meet this month, however, two financial security reduction requests were reviewed by the Borough Engineer and recommended for approval:

1. Helm Final Land Subdivision Plan (southern dead ends of S. Center Ave & S. Windsor Ave):

Motion: To approve the recommendation by the Borough Engineer to authorize a reduction in the amount of \$32,622.97 to the Irrevocable Letter of Credit, leaving a new outstanding financial security balance of \$0, since the improvements related to the Helm Final Land Subdivision Plan have been completed. Motion by Ralph Watts, second by Pat Hennessy. Motion passed.

2. Grace Meadows Apartments (Spruce Street)/Spruce Village Preliminary/Final Land Development Plan:

Motion: To approve the recommendation by the Borough Engineer to authorize a reduction in the amount of \$83,742.56 to the Irrevocable Letter of Credit, leaving a new outstanding financial security balance of \$67,340.37 to cover the costs of the items remaining to be completed in conjunction with the Spruce Village Preliminary/Final Land Development Plan. Motion by Ralph Watts, second by Joe Templin. Motion passed.

Vice President Smith announced that the next meeting is scheduled for Wednesday, July 6, 2016 beginning at 7:00 PM.

- g. Recreation Commission Report: President Hennessy provided a copy of the Rec Director's report.
- h. Solicitor's Report: There was no report.
- i. Zoning Hearing Board: Mr. Powl informed Council that the Board approved the following application at the June 27th hearing.
 1. 241-245 N. Lincoln Street (Betty & Jeffrey Tillett, Sr.):
 - Section 380-140.B – Appeal – Violation: Failure to secure a zoning permit prior to change in use.
 - Section 380-127 – Special Exception: Expansion of a non-conforming use, contingent upon the applicant providing a locking system to secure the doors of each portable toilet stored on site so that nobody could enter them while they are being stored.
- j. Borough Manager's Report:
 1. Cherry Street & Grant Street Sinkhole Repair Project Update: Mr. Powl announced that the demolition contractor is planning to complete the prep work the week of July 18th with demo to begin the week of July 25th. The grouting contractor is anticipating an August 1st start date. Met-Ed is scheduled to move a pole and remove several service meters in the next week. UGI is scheduled to cap off gas service in the street at these properties.

2. New Injection Well #9 Detention Basin Project Update: (900 Block East Cherry Street) – Mr. Powl reported that a curb cut for an old driveway at 914 E Cherry Street will need to be replaced in order to stop erosion into the basin. A meeting was held with the property owner and he agreed to allow the Borough to replace the curb. Two new inlet drains will be added to the area to capture more water from the road surface.
3. Injection Well #1 (located on N. Chestnut St north of Spruce St) – Replacement Project Update: the driller is scheduled for July 6th through the 8th. Once completed at N. Chestnut Street, the driller will move to E. Arch Street.
4. Injection Well #4 (located on E. Arch St between N. Duke St & N. Prince St) – Improvement Project Update: this well will be drilled upon completion of the N. Chestnut Street well.
5. Management Priority List Update: Mr. Powl apologized to Council for not having time to update the priority list. He will try to have it ready for the July 12th workshop meeting.
6. Sight Distance at S. Mark St & W. Cherry St: Mr. Powl reported that the 30 ft. no parking area assigned by the motor vehicle code ends in the middle of a driveway apron for the Forti property on S. Mark Street. To extend the no parking area further, a traffic study would need to be conducted in order to update the ordinance. Chief Jasinski indicated that this intersection is not a high accident area, so he does not believe it will meet the requirements to extend the no parking zone. Council indicated that they were not interested in a traffic study at this time.
7. Mr. Powl asked Council if they are interested in assigning the name of Evergreen Alley to the alley between ShadowStone and N. Railroad Street. He stated that there will be homes facing the alley that will require an address. The alley is currently unnamed. Council agreed to pursue the new name, but asked for Dwight Wagner to purchase the signs since it is part of his new development.
8. Mr. Powl announced to the audience that he has rescinded his previously announced resignation in May and plans to remain with the Borough of Palmyra. To dispel rumors, he also announced that he has not been offered, nor did he ask for, any additional salary to remain with the Borough.

Announcement

Vice President Smith announced that Borough Council will conduct a public workshop meeting on Tuesday, July 12, 2016 beginning at 6:00 PM and the regular monthly public meeting on Tuesday, July 26, 2016 beginning at 7:00 PM.

Other Business

- a. Mayor Carpenter complained about the amount of junk accumulating in what will become known as Evergreen Alley. He also reported that the American Legion complained to him about the several junk cars that are situated on the Flattline Auto Sales property along the 1000 Block of E. Main St.
- b. Mayor Carpenter reported that he is working to raise the funds to purchase the 12-inch bronze service medallions for each branch of the military that will be installed under each flagpole at the new Veterans Wall at Fireman's Park. Each medallion costs \$578.
- c. Councilor Shearer requested that a representative be present from Weidle Sanitation at the July Workshop meeting.
- d. Councilor Templin announced that he would not be present at the July Workshop meeting.
- e. Councilor Smith and Councilor Craig announced that they will not be present at the July 26th Council meeting.

Motion to Adjourn

Motion to adjourn by Pat Hennessy, second by Brian Craig. The meeting adjourned at 8:13 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager