

Palmyra Borough Council Meeting
Tuesday July 10, 2018
7:00 PM

Borough Council President Beth Shearer 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 Don Barry, Josh Holl, Carissa Mellinger, Jane Quairol, and Joe Templin. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Mayor Fred Carpenter, and Chief Stan Jasinski. Mark Smith was absent.

Special Visitors

- a. 2017 Audit: Jim Koontz and Brian Marchuck of Brown Shultz Sheridan & Fritz Certified Public Accountants were in attendance to present the 2017 Audit report.

Public Comment Period #1

- Laura Eitland, 151 N. Green Street, expressed concern for the number of fireworks that are being set off in the Borough since the Pennsylvania law changed. She questioned why the Police Department is not enforcing the setback requirements included in the State law for setting off consumer fireworks.
- Tina Hummel, 158 N. Franklin Street, supported Ms. Eitland's complaint about fireworks.
- Jael Wolf, 301 E. Cherry Street, also expressed her concern about fireworks as well as feral cats in her neighborhood.
- Greg Reed, 233 E. Hazel Street, asked about the timeline to pave Hazel Street and inquired who chose the activities at Memorial Park. He was concerned that shuffleboard, bocce and other passive recreation opportunities are not providing enough for the kids. He feels a basketball court and/or skate park should be added in the future.
- Mike McNamara, 311 E. Cherry Street, commented that there has been more activity at the construction site in their block and wondered if he should be concerned.

Consent Calendar

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

- a. Approve the minutes of the June 26, 2018 Borough Council meeting.
b. Approve payment of all bills listed on the June 2018 Bill's List.

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

Action Items

- a. Road Closure Request - Palmyra Area High School Annual Homecoming Parade:

Motion: To authorize the closure of the roads necessary to accommodate the annual Palmyra High School Homecoming Parade on Friday September 28, 2018 from 6:00 - 6:35 p.m. (with a possible rain date of Monday October 1, 2018) for the following parade route:

Beginning in front of the Palmyra Middle School on W. Cherry St, proceeding east on E. Cherry St., turning right onto S. Lincoln St., turning right onto E. Oak St., turning left onto S. Railroad St., turning right onto W. Walnut St., turning right onto S. Locust St, and terminating at the rear of the Palmyra Middle School.

Motion by Jane Quairol, second by Carissa Mellinger. Motion passed.

Reports

- a. President's Report: President Shearer did not have a report.
- b. Financial Report:
1. Financial Statement: Mr. Powl provide a copy of the June 30, 2018 report.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the June 2018 report.

- c. Fire Department: Andy Braden, President, reported that the shed will be installed within a week.
- d. Police Department:
 1. Police Chief Retirement Announcement: Mayor Carpenter read a letter from Chief Jasinski announcing his retirement effective December 30, 2018.
Motion: To accept with regret, Chief Stanley J. Jasinski, Jr's announcement of retirement, effective December 30, 2018. Motion by Don Barry, second by Josh Holl. Motion passed.
- e. Planning Commission - Subdivision & Land Development Plans: The Commission did not meet this month.
- f. Public Works Department: Borough Manager Powl
 1. Superintendent's Monthly Report: Mr. Powl provided a copy of the June report.
 2. Borough Properties:
 - a. 325 S. Railroad Street - Municipal Building: Mr. Powl reported that Trane was onsite to repair the HVAC VAV box actuator in Ms. Pera's office.
 - b. 910 E. Broad Street - Public Works Facility: Mr. Powl reported that the contractor is setting the concrete footers and rebar piers for the structural steel.
 - c. 40 E. Front Street - Vacant Lot: Council discussed the prospects of hazard remediation to be able to sell the property. Staff will investigate opportunities and costs for remediation.
 3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park)
 - a. Memorial Park Project Update: Ms. Pera did not have an update.
 - b. Memorial Park Field Lighting: Mr. Powl received an estimate from OSRAM Sylvania for full lighting, including the walking trail. The proposal was for \$680,000.
 - c. Southeast Park – Water Fountain: Mr. Powl commented that it was discovered that the water fountain at Southeast Park was inoperative. It was determined that the fountain had frozen over the winter and the water supply piping broke because there is no way to drain the water from the lines. The Public Works Crew is working on installing a new special valve & drain system to resolve this issue and will reinstall the water fountain.
 4. Refuse & Recycling:
 - a. Mr. Powl stated that Truck #14 was recently damaged in an accident by a driver who did not stop at a stop sign. The damage repair estimate is \$37,746, and it is expected to take approximately 4-weeks to make the repairs because the entire truck cab needs to be replaced. The Borough will be using a rental truck while Truck #14 is out for repair, and the rental costs will be reimbursed through the driver's insurance company.
 5. Sewer System: There was nothing to report.
 6. Sinkholes:
 - a. 25 N. Franklin Street: (Extend new piping via Hennessy Way to Injection Well #3 along Division St between N. Harrison St & N. Franklin St) - Mr. Powl indicated that this project will be completed as time permits.
 - b. 223 S. Locust Street & PASD Injection Well: Mr. Powl informed Council that an article in The Sun mentioned that the School Board approved another proposal for additional exploration of a site for an injection well because the drilling at the current location did not produce a good well.

- c. 900 Block of E. Cherry Street: The Public Works Crew excavated the sinkhole area adjacent to the fire hydrant to the rear of Rite-Aid and determined no sinkhole activity was present. The depression appeared to be caused by normal settling. Repairs were made but, the street cut still needs to be re-paved.
 - d. N. Duke Street & First National Bank detention basin: The bank has hired Custer Excavating to provide a short-term fix to the current sinkhole. Orange fencing has been added to the area for cautionary purposes.
 - e. Town Square: Mr. Powl reported that a depression is evident on the west side of the square. The depression has caused one of light fixtures to lean to the west. The Garden Club would like to use Trust funds to update the Square, but the potential sinkhole in the area needs to be addressed first. Mr. Powl stated that he authorized Dr. Seaton from ARM Group to assess the situation. The cost of exploration is \$2,500 and he says there are enough funds in the engineering line item to cover these costs.
7. Stormwater Management:
- a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: Mr. Powl stated that the contractor is starting to add the liner at the bottom of the detention basin. There were some issues because of the rock pinnacles, but those issues seemed to be addressed by the contractor at the direction of the engineer.
 - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl provided a copy of a proposal and sketch plan from RETTEW regarding the conceptual piping through The Hershey Company's property to take storm water to the quarry. The cost is projected to be \$924,000 and includes \$600,000 for rock removal as a precaution against what may be encountered with the deep excavation. Council asked Mr. Powl to pass this along to Tim Leh at The Hershey Company to see if they would approve, and possibly provide any assistance.
 - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) The Public Works Crew has installed the concrete structures and will be working to install the new Nyoplast inlets and related piping. When they are finished with the project, they will pave the alley to encourage stormwater to flow into the wells.
 - d. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status: No information has been received from DEP about the waiver request.
8. Street & Alley Maintenance: Mr. Powl is working on the bid documents for various paving projects in the Borough. The hope is to have the paving completed this year.
9. Traffic Signals: Council agreed to remove this from future agendas
- g. Solicitor's Report:
1. Draft Ordinance – Amend Chapter 350 (Vehicles & Traffic), Section 32 (Parking of commercial vehicles, boats, recreational vehicles, and trailers): Mr. Powl provided a copy of a letter from the Solicitor that outlined the necessary changes to Chapter 350 of the Code of Ordinances as it related to commercial vehicles. Solicitor Cleary proposes revisions to the definition of police department and referenced the Vehicle Code. Council asked Mr. Powl to take inventory of the commercial, RV, trailer no parking signs not currently installed.

Motion: To advertise Ordinance #786 regulating parking of certain vehicles and trailers. Motion by Jane Quairola, second by Josh Holl. Motion passed.

2. Fireworks – Mr. Powl shared Council’s questions regarding the regulation of “Consumer Fireworks” as Part of PA Act 43 of 2017 with the Solicitor. He provided copy of an email from the Solicitor which recommends creating the definition of a noise-creating devices under the noise ordinance and defining the times in which noise-making devices can be used. The Solicitor also recommended the development of an ordinance revision for “display fireworks” requiring review of an application and issuance of a permit. Council also asked that a progressive fine structure be added.

Motion: To approve the Solicitor to develop draft ordinances for consumer and display fireworks. Motion by Jane Quairola, second by Don Barry. Motion passed.

h. Zoning & Codes Enforcement:

1. Zoning Officer/Codes Enforcement Officer Report: Mr. Powl provided a copy of the June 2018 report. He commented that there will be no hearings in July.

i. Borough Manager's Report:

1. 2019 Budget Schedule: Mr. Powl provided a copy of the budget schedule and cautioned Council that decisions on the Budget are going to need to be made by the beginning of December this year since Council’s last meeting of the year is scheduled for December 20th, leaving him little time to make changes after the December 11th meeting.

Councilor Barry excused himself from the meeting at 8:26 p.m. to report for work.

2. Other: Mr. Powl announced that Council will need to meet in an executive session after the meeting to discuss a personnel issue.

Communications

- a. Mr. Powl provided an invitation from the Greater Lebanon Refuse Authority for the Annual Hot Dogs, Hamburgers & Hayrides on the Landfill for GLRA Board Members, Employees, Lebanon County Elected Officials, and Their Families, Tuesday, September 11, 2018 beginning at 6:00 PM. (Council meeting night)

Other Business

There was no other business.

Public Comment Period #2

- Dean Lenker, reporter for The Sun, asked if there were more fireworks in the Borough this year compared to last year.
- Andy Braden, 604 W. Oak Street, inquired if anything is being done with the sinkhole on S. Locust Street. He also inquired if hitched trailers were to be regulated under the proposed ordinance revision discussed earlier.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, July 24, 2018, and Tuesday, August 14, 2018 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Jane Quairola, second by Josh Holl. The meeting adjourned at 8:40 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager