

Palmyra Borough Council Meeting
 July 28, 2015
 7:00 PM

Borough Council President Jane Quairoli 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, Beth Shearer, Joe Templin, and Ralph Watts Also in attendance were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Gary Laudermilch was absent from the meeting.

Special Visitors

Tyler Bates, Boy Scout Troup 456, Palmyra, PA made a presentation to Council regarding his Eagle Scout project. He has chosen to catalog and clean the tombstones in Section 1 at the Palmyra Cemetery.

Public Comments

- Maddie Reed, 221 E. Hazel Street, commented that she did not support contracting out refuse and recycling collection services. She also asked when a section of sidewalk along the north side of East Spruce Street is going to be repaired and how much Robert Buchter, Construction Manager for the new building project, had been paid to date.
- Jael Wolf, 301 E. Cherry Street, asked for an update on the Cherry Street sinkholes.
- Mike McNamara, 311 E. Cherry Street, asked why the Borough cut the grass at the sinkhole properties.
- Greg Reed, 221 E. Hazel Street, asked for an update on the Fireman’s Park project.

Consent Calendar

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

- a. Approve the minutes of the July 14, 2015 Borough Council Workshop meeting.
- d. Approve the minutes of the June 23, 2015 Borough Council meeting.
- e. Approve payment of all bills listed on the June 2015 Bill’s List.
- f. Approve the Treasurer’s Report for the period June 1 through June 30, 2015:

| | General Fund | Sewer Fund | Refuse Fund | Capital Reserve Fund | Special Sewer Fund |
|--------------|-------------------|--------------|-------------------------|--------------------------|---------------------------|
| YTD Revenue | \$1,705,992 | \$744,835 | \$391,546 | \$2,207 | \$8,626 |
| YTD Expenses | \$1,373,704 | \$333,057 | \$357,139 | \$30,848 | \$20,330 |
| Difference | \$332,288 | \$411,778 | \$34,407 | \$(28,641) | \$(11,705) |
| Fund Balance | \$1,402,456 | \$959,960 | \$404,479 | \$1,486,393 | \$2,136,552 |
| | Liquid Fuels Fund | Library Fund | Police Health Care Fund | Town Square Reserve Fund | Joint Fire Apparatus Fund |
| YTD Revenue | \$184,367 | \$26,389 | \$43,875 | \$18 | \$296 |
| YTD Expenses | \$7,221 | \$25,000 | \$19,277 | \$0 | \$0 |
| Difference | \$177,147 | \$1,621 | \$24,598 | \$18 | \$296 |
| Fund Balance | \$302,035 | \$2,703 | \$166,460 | \$12,243 | \$202,057 |

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

Action Items

- a. Bid Opening – Sale of Vacant Lots at 28 S. Lingle Ave & 40 S. Lingle Ave/839 W. Cherry St): Mr. Powl opened the bids for both properties and recorded the following:

| Bidder | 1 st Property 28 S. Lingle Avenue | 2 nd Property 40 S. Lingle Avenue/839 W. Cherry Street |
|--|---|--|
| Daphne Good 881 Palmyra Bellegrove Road Annville, PA 17003 | \$5,000.00 | \$7,000.00 |
| Kurt M. Yordy 165 Lawn Road Palmyra, PA 17078 | \$8,600.00 | \$7,200.00 |

Motion: To authorize the sale of 28 S. Lingle Ave to Kurt M. Yordy in the amount of \$8,600.00, and to authorize the Borough Solicitor to prepare all necessary property settlement documents for a settlement to occur within 60-days of this date. Motion by Ralph Watts, second by Pat Hennessy. Motion passed.

Motion: To authorize the sale of 40 S. Lingle Ave / 839 W. Cherry St. to Kurt M. Yordy in the amount of \$7,200.00, and to authorize the Borough Solicitor to prepare all necessary property settlement documents for a settlement to occur within 60-days of this date. Motion by Pat Hennessy, second by Ralph Watts. Motion passed.

Mayor Carpenter inquired about the property at 40 E. Front Street. After discussion, Borough Council agreed to advertise the sale of this property to sealed bids.

Motion: To authorize the Borough Solicitor to prepare the necessary resolution and bid documents to sell the property at 40 East Front Street. Motion by Ralph Watts, second by Beth Shearer. Motion passed.

- b. Ordinance #763 – Council Pay Reduction:

Motion: To enact Ordinance #763, an ordinance to reduce Borough Council member salaries from the current \$50/month to \$0 per month, and to retain the Mayor’s salary at \$2,300 per year. Motion by Ralph Watts, second by Beth Shearer. Motion passed by a 5-1 vote with Pat Hennessy voting against the motion.

- c. 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 October 16, 2014 from 6:00 - 6:45 p.m. (with a rain date of October 16, 2015) 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 Pat Hennessy, second by Beth Shearer. Motion passed.

Reports

- a. President’s Report: President Quairoli did not have a report.
 b. Financial Statement: Council reviewed and discussed the financial statement as of June 30, 2015.
 c. Fire Services Commission Report: Borough Manager Powl reported that the public hearing for the Tax and Equity Fiscal Responsibility Act (TEFRA) of 1982 was held on July 22, 2015 as required. He also provided a copy of the revised lease for Lot#3 of the Municipal Campus to Citizens Fire Co.

- No. 1. The Financing & Intermunicipal Guarantee Agreement should be ready for Borough and Township approval by October public meetings.
- d. Library Board Report: President Quairoli distributed a copy of the Library Report as informed Council that Councilor Craig will be making the reports in the future.
 - e. Police/Mayor's Report: Mayor Carpenter provided a copy of the June 2015 Monthly Police Report. Ms. Pera advised Council that Annville Township Police Department is interested in participating in another consortium for civil service testing.
 - f. Planning Commission: Borough Manager Powl informed Council that there was no quorum for the meeting but, since representatives for the ShadowStone Spruce Street Entrance Sketch Plan were in attendance, the two Commission members present listened to a briefing on the proposed plan. The next meeting is scheduled for Wednesday, August 5, 2015 beginning at 7:00 PM.
 - g. Recreation Commission Report: The Commission did not meet in July.
 - h. Solicitor's Report: There was no report from the Solicitor this month.
 - i. Zoning Hearing Board: (Results of the Zoning Hearings conducted Monday June 15th)
 1. ZHB CASE #2015-6 – Dwight Wagner Family Limited Partnership II (431 & 433 N. Railroad St): Mr. Powl reported that the Zoning Hearing Board postponed the application until their August 17th hearing date because the applicant added new variance requests after submission of the application and the Zoning Hearing Board members requested additional time to review the new information.
 - j. Borough Manager's Report:
 1. New Municipal Building Project Status Update: Mr. Powl informed Council that the contractor is only three-quarters completed with the taping & spackling of the drywall seems on the ceiling on the bottom of the roof trusses. The plan to conduct repairs to fix the HVAC system is dragging and Mr. Powl commented that he contacted the construction attorney again to determine the next steps. These steps may include pulling the contractor's bonds.
 2. FEMA Grant Update: Mr. Powl informed Council that he and Ms. Pera will be meeting with PEMA staff on Wednesday, July 29th for assistance in completing the FEMA application. He also informed Council that the property owner of 300, 302 and 306 E. Cherry Street is being very uncooperative and refuses to voluntarily participate with the FEMA grant. Council discussed the necessary steps to remediate the sinkholes and agreed that eminent domain might be necessary if the property owner does not cooperate.

*Motion: To authorize the Borough Solicitor to prepare and advertise the necessary ordinance in order for the Borough to exercise its right of eminent domain as stipulated in Section 1501 of the Borough Code to acquire ownership of the sinkhole damaged and condemned properties located at 300, 302, 306, 310 and 312 East Cherry Street. Motion by Pat Hennessy, second by Joe Templin.
Motion passed.*
 3. Replacement of Injection Well #10 (900 Block E. Maple St.) Project Update: Mr. Powl advised Council that the well has been drilled to 280 feet with a 5 ½ inch casing. The next step is to conduct a water test then add new inlets and pipes to get the water into the well, cap the old well, and complete the sinkhole remediation and road restoration. The goal is to complete the project by early Fall.
 4. Solicitation of Bids for Contracted Waste & Recycling Collection: Mr. Powl advised Council of the following:
 - Bids were advertised in July 25th and August 1st editions of Lebanon Daily News
 - Mandatory pre-bid meeting is scheduled for Monday, August 10th
 - Bid Opening is scheduled for Monday, August 24th

Council discussed the merits of putting out bid specifications for the refuse/recycling services. President Quairolì commented that this process was a fact finding effort to determine if the Borough fee is competitive.

Mr. Powl informed Council that staff will need to assess if the current rate of \$55/quarter the Borough has been charging since 2007 is sufficient to meet capital equipment replacement needs in order to determine if a rate increase will be necessary for 2016.

5. New Fire Hydrant – Southeast Corner of E. Oak St. & S. Franklin St. – Mr. Powl reported that PA American Water Company is installing a new fire hydrant at the intersection of Oak and Franklin Streets. He provided copies of the correspondence from PAWC to Council for their information.
5. 2014 Final Audit – Mr. Powl provided copies of the final audit. He commented that there were no findings. He also informed Council that a Request for Proposal was advertised for auditing services for the 2015 audit. Proposals are being accepted until August 31st.
6. Code of Ordinances Recodification Project – President Quairolì pointed out several typos in the Draft Code. She also asked the following questions concerning the Draft Code:
 - Will the new handicap parking spaces be added to the ordinance book?
 - Will the reduction in Council pay be added?
 - Will the East Main Street traffic signals at Grant St. and Earl Dr. be removed?
 - Why the stop sign located in North Ave between Locust St. & College St is not listed in the Code of Ordinances?

Mr. Powl confirmed that these changes will be made to the new ordinance book.

Council discussed the cost of a parking ticket and agreed to change the parking fee to \$25 and \$50 for a handicap parking violation. They also agreed to charge \$50 to anyone parking in front of a fire hydrant.

Announcement

President Quairolì announced that Borough Council will conduct a public workshop meeting on Tuesday, August 11, 2015 beginning at 6:00 PM and its regular monthly public meeting on Tuesday, August 25, 2015 beginning at 7:00 PM.

Other Business

- Mayor Carpenter reported that a tree on the Light-Heigel property is dead and needs to be removed.
- President Quairolì reported that the garbage bags at 47 N Prince Street were not collected and the grass needs to be mowed.
- Councilor Watts reported that there are still dead tree trimmings on the Aradiant property at Arch and Grants Streets, and the property smells of mold again.

Motion to Adjourn

Motion to adjourn by Pat Hennessy, second by Joe Templin. The meeting adjourned at 8:16 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager