

Palmyra Borough Council Meeting
 Tuesday August 22, 2017
 7:00 PM

Borough Council Vice 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 Brian Craig, Josh Holl, Carissa Mellinger, Jane Quairolì and Joe Templin. Also in attendance were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Mark Smith was absent from the meeting.

Public Comments

- Maddie Reed, 233 E. Hazel Street, inquired about a start date for the E. Cherry Street project, if any other streets will be paved, and informed Council that the bollards around the municipal building were rusting.

Consent Calendar

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

- a. Approve the minutes of the August 8, 2017 Borough Council meeting.
- b. Approve the Treasurer’s Report for the period July 1 through July 31, 2017:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$2,312,195	\$891,661	\$716,173	\$1,448	\$94,248	\$ 216,513
YTD Expenses	\$1,670,377	\$702,787	\$564,189	\$466,708	\$70,938	\$4,222
Difference	\$641,818	\$188,874	\$151,984	\$(465,260)	\$23,310	\$212,290
Fund Balance	\$2,156,101	\$730,784	\$416,730	\$819,199	\$2,281,323	\$533,253

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund
YTD Revenue	\$28,329	\$43,930	\$7	\$40,421	\$639
YTD Expenses	\$22,000	\$19,672	\$0	\$0	\$0
Difference	\$6,329	\$24,258	\$7	\$40,421	\$639
Fund Balance	\$6,931	\$195,856	\$4,741	\$323,439	\$41,009

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

Action & Discussion Items

a. Ordinance #778 – Regulation of Hotels, Motels, and Inns:

Motion: To enact Ordinance #778, and ordinance adding a new Chapter 209 to the Palmyra Borough Code of Ordinances to regulate hotels, motels, and inns located within the Borough. Motion by Jane Quairoli, second by Josh Holl. The motion passed by a 5-1 vote with Carissa Mellinger voting against the motion.

b. Loan Draw Request #4 from \$3-Million Dollar Line of Credit for Capital Improvements:

Motion: To approve Loan Draw #4 from the \$3-million-dollar line of credit for capital improvements in the amount of \$463,986.80 to reimburse the Capital Reserve Fund for invoices received for the 300 block of East Cherry Street Stormwater and Road Restoration Project. Motion by Jane Quairoli, second by Carissa Mellinger. Motion passed.

Reports

- a. President's Report: Vice President Shearer commented that the Meet & Greet event for Miss Pennsylvania Katie Schreckengast was well attended and a nice event.
- b. Fire Department:
 1. New Firehouse Update: Fire President Andy Braden reported that the department moved into the new building on August 14th. They are planning an Open House for October 8th to coincide with Fire Prevention Week.
 2. Fire Services Commission: Mr. Powl provided a copy of the August 9th Draft Meeting Minutes from the Commission meeting and a copy of the 20-year apparatus plan. The plan shows the fire department will need financial assistance from the municipalities in the amount of \$860,000 before the end of the 20-year plan. This would require each municipality to increase their annual contribution by \$25,295. Council agreed to work towards a solution to the funding gap.
- c. Library Report: Councilor Quairoli presented the August 2017 report.
- d. Police Department: Mayor Carpenter provided a copy of the July 2017 report. He also announced that South Londonderry Township picked up the pharmaceutical collection box. Councilor Shearer asked that a notice be placed in the newsletter directing all residents to take their medications to North Londonderry or South Londonderry Township for proper disposal.
- e. Recreation Commission Report: Councilor Quairoli provided a copy of the August 2017 report.
- f. Solicitor's Report: Mr. Powl commented that Solicitor Cleary continues to work with the School District Solicitor to develop a mutually acceptable easement agreement for the Ridge Road Park Wetlands (Phase A Stormwater System). Mr. Powl spoke with the School District Solicitor at the recent Zoning Hearing Board meeting and learned that the agreement will be submitted to the School Board for their comment/approval.
- g. Zoning Hearing Board: Borough Manager Powl (Results of the hearings conducted August 21st)
 1. 42 S. Lingle Ave – Robert Kettering:
 - Variance Sec. 380-15.B (Permitted Uses) – To construct 3-unit dwelling.
 - Variance Sec. 380-38.I (Required Parking Spaces)

The Zoning Hearing Board continued the hearing on this application pending additional information.

2. 50 W. Cherry Street – Palmyra Area School District:
 - Variance Sec. 380-14.G (Area & Design Requirements within the Low Density Residential Zone) – Proposing maximum impervious coverage of 40%. 35% is the maximum permitted.

The Zoning Hearing Board approved the application.

3. 103 N. College Street – Penn Equity Associates, Inc.:
 - Variance Sec. 380-19.B (Permitted Uses) – convert existing Jubilee Ministries building into apartments.
 - Variance Sec. 380-38.I (Required Parking Spaces) – Proposing 1 space for 1-bedroom units, and 1.5 spaces for 2-bedroom units. 3 spaces per unit are required.

The Zoning Hearing Board continued the hearing on this application pending additional information.

h. Borough Manager’s Report:

1. Beers & Hoffman Municipal Building HVAC Repair Proposal: Mr. Powl presented a proposal from Haller Enterprises, Inc. in the amount of \$11,930 to repair the HVAC system which was never engineered correctly. Moore Engineering refuses to pay for the repairs claiming they didn’t do anything wrong. To pursue payment, the Borough would have to start legal action against Beers & Hoffman Architects (B&HA) because they hired them as a subcontractor. B&HA offered to split the cost of the invoice and provide services in the amount of \$5,965 to the Borough on another project. Council discussed the idea of receiving services in this amount and counter-offered an 80/20 split for the costs. Mr. Powl will present Council’s decision to B&HA.
2. Fireman’s (Memorial) Park Name – DCNR Grant Name: Ms. Pera informed Council that they changed the name of Fireman’s Park at their February 28, 2016 meeting, but the motion did not make the change effective until the DCNR grant was closed out. Staff needs to order the required DCNR sign to be placed in the park before final inspection and it will need to have the Memorial Park name at the top of the sign. Ms. Pera informed Council that DCNR will allow the park to be renamed prior to closing out the grant. Council agreed to allow the name to change to Memorial Park.
3. 300 Block E. Cherry St / 100 Block S. Grant St Detention Basin & Restoration Project Update: Mr. Powl reported that a preconstruction meeting with the contractor is pending and the project is scheduled to begin after Labor Day.
4. 2015-16 Liquid Fuels Audit: Mr. Powl provided a copy of the audit. The lone finding pertains to a project that the Borough did in cooperation with North Londonderry Township. The Township chose to repave a road at the municipal boundary and the Borough partnered to finish the entire block. However, the Borough did not get a separate project number from PennDOT and now the Borough is required to repay \$4,490.26 back to the liquid fuels account.

Motion: To repay the liquid fuels account in the amount of \$4,490.26 from the general fund line item 01.410.111. Motion by Jane Quairoli, second by Brian Craig. Motion passed.

Councilor Quairoli asked if the Borough would lose any funds for 2018 because they need to be expended within a certain time frame. Mr. Powl will check on the dates that the funds were received. He also informed Council that he is working on an analysis of the Borough’s streets and will have that information available to Council soon.

5. Mr. Powl reported no bids were received for the sale of 40 E. Front Street property. He advised Council that if they re-advertise the sale and no bids are received a second time, then they would be able to do whatever they choose to get rid of the property. Council agreed to re-advertise the property for bid.

Motion: To authorize the re-advertisement sale of Borough owned property located at 40 East Front Street by sealed bid, subject to terms and conditions acceptable to the Borough. Motion by Jane Quairolì, second by Brian Craig. Motion passed.

6. Mr. Powl informed Council that the Commonwealth Court has ruled to uphold the appeal by Derry Township to deny the deemed approval for the cell tower at the northeast corner of Main Street & Lingle Avenue. Shentel Communication has decided not to pursue the issue any further. Mr. Powl commented that he asked Shentel Communication if they would be interested in investigating the new fire house for an antenna. He has not heard anything from them yet.
7. Mr. Powl reported on a communication he received regarding H.B. 1620 which will override any cell tower ordinance that municipalities have adopted. If the legislation is signed into law, the Borough's ordinance will become moot. Ms. Pera informed Council that she sent an email to Rep. Frank Ryan asking him not to vote for the legislation if it makes it to a floor vote.
8. Mr. Powl apprised Council that B&HA have provided an updated estimate for the new public works building. The new estimate is \$741,000. This building would include the bare minimum needed for the garage. Discussion occurred on whether the new building would include a bathroom. Mr. Powl commented that the bathroom plumbing would be stubbed in for construction in the future. Council asked to have the bathroom included as a bid alternate.

Motion: To recreate the bid documents for the new public works building with an alternate bid for a new bathroom facility. Motion by Brian Craig, second by Carissa Mellinger. The motion passed by a 5-1 vote with Jane Quairolì voting against the motion.

Other Business

There was no other business.

Announcement

Vice President Shearer announced that Borough Council will conduct a public meeting on Tuesday, September 12, 2017 and on Tuesday, September 26, 2017 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Jane Quairolì, second by Josh Holl. The meeting adjourned at 8:14 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager