

Palmyra Borough Council Meeting
September 23, 2014
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 Pat Hennessy, Bob Longenecker, Beth Shearer, and Joe Templin. Also in attendance were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Scott Mazzocca and Gary Laudermilch were absent from the meeting.

President Quairoli announced that Borough Council held an executive session prior to tonight's 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 at an open public meeting.

Public Comments

- Susan Verhoek-Williams, 170 W Walnut Street, complained to Council that she received a letter requiring her tree limbs to be trimmed to 10 ft. above the sidewalk. She asked Borough Council for a tally of the number of complaints received and to keep track of who makes the complaint.

She also provided Council with an update on the efforts of the Shade Tree Committee.

- Chris Sholly, Lebanon Daily News, inquired about the October 28, 2014 agendas that were provided to the public. Borough staff made corrected copies and handed them out to the audience.
- Bill Logan, 650 S Market St, Elizabethtown, explained that he owns 323-325 E. Cherry Street and asked for an update to any repair plans to the sinkhole s in this portion of E. Cherry St. and the 100 block of S. Grant St. Mr. Powl explained that the Borough is waiting for the repair plan that is currently being put together by the engineers at ARM Group. He will notify Mr. Logan when the repair plan has been submitted to the Borough.
- Maddie Reed, 221 E. Hazel Street, inquired why Councilor Mazzocca has missed so many meetings in succession and President Quairoli explained that she would have an announcement on this subject later in the meeting. Ms. Reed also questioned if the Borough still needed to retain the services of Robert Buchter as the Construction Manager on the new building project.

Consent Calendar

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

- a. Approve the minutes of the September 9, 2014 Borough Council Workshop meeting.
- b. Approve the minutes of the August 26, 2014 Borough Council meeting.
- c. Approve payment of all bills listed on the August 2014 Bill's List.
- d. Approve the Treasurer's Report for the period August 1 through August 31, 2014:

	General Fund	Refuse Fund	Sewer Fund	Capital Reserve Fund	Liquid Fuels Fund
YTD Revenue	\$1,974,450	\$596,319	\$1,071,599	\$ 186,482	\$ 1,517,270
YTD Expenses	\$1,848,321	\$449,480	\$ 937,621	\$ 1,260,405	\$ 1,380,217
Difference	\$ 128,130	\$146,840	\$ 133,978	\$(1,357,810)	\$ 137,053
Fund Balance	\$1,299,697	\$437,539	\$ 945,516	\$ 1,663,332	\$ 189,473

	Special Sewer Fund	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund
YTD Revenue	\$ 32,136	\$27,013	\$ 324	\$ 26	\$ 40,715
YTD Expenses	\$ 128,056	\$12,000	\$ 13,562	\$ 0	\$ 0
Difference	\$ (88,579)	\$15,013	\$ (13,562)	\$ 26	\$ 40,715
Fund Balance	\$ 2,224,117	\$16,738	\$ 146,007	\$ 12,212	\$ 201,545

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

Action & Discussion Items

a. 2015 Minimum Municipal Obligation (MMO) for Pension Funding:

1. Uniformed (Police) Pension Plan: 2015 MMO = \$18,439
2. Non-Uniformed Pension Plan: 2015 MMO = \$258,247

Motion: To approve the Uniformed and Non-Uniformed Minimum Municipal Obligation for pension plan funding for the 2015 budget year. Motion by Pat Hennessy, second by Bob Longenecker. Motion passed.

b. Resolution #2014-26 - Auditor Appointment for 2014 Audit:

Motion: To approve Resolution #2014-26, a resolution appointing Brown, Schultz, Sheridan & Fritz to perform the annual Audit for year ending December 31, 2014 for a fee not to exceed \$15,600. Motion by Bob Longenecker, second by Pat Hennessy. Motion passed.

c. Resolution #2014-27 - Police Pension Plan Employee Contributions:

Motion: To approve Resolution #2014-27, a resolution reducing the required 5% employee contributions to 2.7% for the Police Pension Plan for calendar year 2015. Motion by Pat Hennessy, second by Beth Shearer. Motion passed.

d. Resolution #2014-28 - Medical Cannabis (Marijuana):

Motion: To approve Resolution #2014-28, a resolution supporting Pennsylvania House Bill 2182 & Senate Bill 1182, which provides for the medicinal use of cannabis (medical marijuana) as prescribed by a bonafide medical practitioner licensed in the State of Pennsylvania. Motion by Pat Hennessy, second by Joe Templin. Motion passed.

e. Road Closure Requests:

1. Palmyra Area School District - Possible 2014 District & State Championship Athletic Parades:

Motion: To authorize the closure of the roads necessary to accommodate the following parade route for possible 2014 PIAA District & State Championships won by Palmyra athletics on the following dates & times:

*Cross Country = Wednesday 10/22/14 at 6:00 p.m. (Dist); Saturday 11/01/14 at 6:00 p.m. (State)
 Boys Soccer = Saturday 11/01/14 at 6:00 p.m. (Dist);*

Field Hockey = Saturday 11/01/14 at 6:00 p.m. (Dist); Saturday 11/16/14 at 2:00 p.m. (State)

Girls Volleyball = Sunday 11/02/14 at 2:00 p.m. (Dist); Saturday 11/16/14 at 2:00 p.m. (State)

Girls Soccer = Saturday 11/02/14 at 2:00 p.m. (Dist.);

Parade Route: Beginning at Palmyra High School; left onto Park Drive; continue north onto S. Railroad St; right onto E. Maple St; left onto S. Harrison St; left onto Main St (US422); left onto S. College St; left onto W. Cherry St; Right onto S. Railroad St; bear left onto Park Drive; right into Palmyra High School

Motion by Pat Hennessy, second by Beth Shearer. Motion passed.

Reports

- a. President's Report: President Quairoli announced that Councilor Scott Mazzocca resigned his position effective immediately and Councilor Bob Longenecker resigned his position effective December 31, 2014. She explained that Council has 30 days from today to appoint a replacement for Councilor Mazzocca and 30 days from December 31, 2014 to appoint a replacement for Councilor Longenecker.

Motion: To accept, with regret, the resignation of Councilor Scott Mazzocca effective immediately and the resignation of Councilor Bob Longenecker effective December 31, 2014. Motion by Pat Hennessy, second by Joe Templin. Motion passed.

- b. Financial Statement: Council reviewed and discussed the financial statement as of August 31, 2014. President Quairoli also informed Council that she spoke with Ron Fouche, the Borough's representative on the Tax Collection Committee, about the Borough's dissatisfaction with Keystone Collection Group. He suggested the Borough send a letter to Keystone Collection Group requesting an audit of the tax collection proceeds. Mr. Powl indicated that the Borough's auditor has already attempted to receive information by sending a letter. Keystone Collection Group did not respond.
- c. Fire Services Commission: Did not meet this month.
- d. Library Board Report: Councilor Longenecker provided a copy of his report and highlighted the following items:
- The Library Board toured the Fulton Bank building and was elated at the potential for moving the library to this location. He indicated that the current building offers approximately 7500 sq. ft., so an addition of approximately 6500 sq. ft. would have to be added to the building. The library has issued a Request for Proposal for an architect to look at the possibility of using the existing building with a proposed addition. He indicated there was a disagreement on the Library Board on the square footage needed for the library, but was confident that the Board will work through those issues. He also announced that the Library Board has made the decision to not stay at their current location on Landings Drive.
 - Councilor Longenecker indicated that the Library Board received an application from a resident willing to serve on the board.
- e. Police/Mayor's Report:
1. Officer Dojka Probation Period:

Motion: To officially remove Officer Scott P. Dojka from probationary status effective October 1, 2014 and to retain him as a full-time Police Officer for the Borough of Palmyra Police Department. Motion by Pat Hennessy, second by Bob Longenecker. Motion passed.

- f. Planning Commission: Borough Manager Powl informed Council that the SALDO amendment is finished and the third draft of the zoning ordinance is completed. The Commission will discuss both at the next meeting scheduled for Wednesday, October 1, 2014 beginning at 7:00 p.m.
- g. Recreation Commission Report: Vice-President Hennessy provided a copy of the report.
- h. Solicitor's Report: There was no report.
- i. Zoning Hearing Board: Mr. Powl reported that the hearing had to be continued due to an illness of the attorney representing Shenandoah Mobile, LLC. The hearing is continued to Monday, October 20, 2014 beginning at 5:30 PM.
- j. Borough Manager's Report:
 1. New Municipal Building Project Status Update: Mr. Powl reported that the construction schedule has not been met. The contractor proposed completion by September 25, 2014 with punch list items to be addressed by October 1, 2014. Councilor Hennessy suggested the Borough start initiating liquidated damages as of Friday, September 26th.

Mr. Powl also informed Council that he has met with the communications representative to discuss the need for a radio tower or antennas, as well as the necessary equipment to allow the police to hear the portable radios in the office. Mr. Powl will have all the costs of the equipment ready for the October workshop meeting.

2. Pension Audit Reports – Mr. Powl provided a copy of the 2011-2013 audit for the non-uniform and uniform pension plans.
3. Grant Street Traffic Light – Mr. Powl reported that John Schick from RETTEW was asking PennDOT to revise the approval to remove the traffic signal to a provisional approval for six months in order to evaluate any traffic accidents at this intersection. The traffic signal is scheduled to be removed during the week of October 20, 2014.
4. Mr. Powl provided a letter from RETTEW regarding a request from CVS to release their financial security. RETTEW has recommended a conditional approval pending the replacement of vegetation that has died and the submission of “as-built” plans.

Motion: To release the financial security for CVS contingent upon the replacement of 12 white pine trees and the submittal and acceptance of the as-built plans for the project Motion by Bob Longenecker, second by Pat Hennessy. Motion passed.

5. Mr. Powl asked Council when they would like the holiday lights installed this season due to the earlier schedule for Winterfest 2014. The Borough usually installs the lights the week after Thanksgiving, but the holiday parade is scheduled for November 22, 2014. After a lengthy discussion, Council decided to install the lights as usual during the week after Thanksgiving.

Other Business

- Councilor Hennessy advised staff that people are driving over the handicap ramp at Spruce and Grant Streets as a means to exit Fireman's Park after the Palmyra Midget Football Association games on Saturday night. Ms. Pera offered to contact the football association.
- Mayor Carpenter announced that there will be several community events occurring in the area on Saturday, September 27th. He advised that the Wounded Warrior Chili Cook-off will be happening at The Square; Gravel Hill United Methodist Church is holding a community picnic; The Battle of the Bands will take place at the American Legion, and; the Palmyra Area Heritage Association will be holding Bingo at the Trinity Church of Christ.

Announcement

President Quairolì announced that Borough Council will conduct a public workshop meeting on Tuesday, October 14, 2014 beginning at 6:00 PM and the regular monthly public meeting on Tuesday, October 28, 2014 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Beth Shearer, second by Joe Templin. The meeting adjourned at 8:25 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager