

Palmyra Borough Council Workshop Meeting
Tuesday, September 8, 2015
6:00 PM

Borough Council President Jane Quairola called the meeting to order at 6:00 PM in Council Chambers of the Palmyra Municipal Building, 325 S. Railroad Street, Palmyra, PA 17078. Other Council members in attendance included Pat Hennessy, Brian Craig, Beth Shearer, Joe Templin, and Ralph Watts. Also present were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl and Assistant Borough Manager Brenda Pera. Gary Laudermilch arrived at 6:02 PM.

Administration Department

- a. Audit:
 1. Request for Proposals for the 2015 Audit – Mr. Powl shared the results of the proposals stating that Brown Schultz Sheridan & Fritz was the lowest bidder at \$14,000. Council asked that this item be placed on the September meeting agenda for action.
- b. 2016 Minimum Municipal Obligation (MMO) for Pension Funding: Mr. Powl provided a copy of the non-uniformed MMO which requires an obligation of \$256,055 for 2016 minus any State pension aid that may be forthcoming but, unknown at this time due to the ongoing State Budget deliberations. He also provided three versions of the uniformed MMO for Council's consideration: 1) one for the full obligation of \$38,768 which eliminates any contribution from the police officers, 2) one for 50% of the total obligation \$19,377 which reflects a 3.52% contribution towards the obligation by the police officers, and 3) one for \$11,224 which reflects a 5% contribution by the police officers, which is the maximum allowed under the law. Mr. Powl informed Council that the police officers currently make a 2.7% contribution as stipulated in the recent arbitration award. Council is required by Pennsylvania law to approve each MMO by the end of September, so action will need to be taken at the September 22nd meeting. This item will be on the agenda for that purpose.
- c. New Municipal Building Project Status Update: Mr. Powl provided a copy of the Construction Manager Project Status Report by Robert J. Buchter, PE. The remaining punch list items include landscaping and the police processing room ventilation hood to be installed by Borough after project close-out. He also updated Council that the HVAC repairs are being completed and positive changes in Zone 4 have been noticed. A rebalancing of the airflow for the system is still pending.
- d. Property Maintenance Issues: Mr. Powl provided a copy of the Light-Heigel Report for 8/07/15 through 9/03/15.
- e. Ordinances:
 1. Re-codification of Borough of Palmyra Code of Ordinances - General Code Publishers Project: Mr. Powl informed Council that the re-codification ordinance should be ready for approval at the October 2016 Council meeting.
- f. Resolutions: Mr. Powl indicated that the following resolutions would be on the agenda for the September meeting.
 1. Resolution #2015-12 - Appoint Auditor for 2015 Audit
 2. Resolution #2015-13 - Waive or Reduce 2016 Police Pension Plan Contributions by Uniformed Employees
- g. Reports:
 1. Delinquent Sewer & Refuse Account Report: Ms. Pera informed Council that the August report shows the corrections for the system errors that skewed the July report. The total amount delinquent now reflects the legal fees that were added to each delinquent account with liens.
- h. Planning Commission - Subdivision & Land Development Plans: Mr. Powl reported that the Commission reviewed and recommended approval of language changes to the Stormwater Management Ordinance and is working on ordinance language for the regulation of "Distributed Antenna Systems." There was no plan review activity the month.

- i. Zoning Hearing Board: No hearings are scheduled for September.

Police Department, Fire Department, and Emergency Management

- a. Civil Service Test – Update: Ms. Pera informed Council that the Annville Township Police Chief is working with Lebanon Valley College to set up a date and time for testing.
- b. New Firehouse Project Update: Mr. Powl outlined the following schedule for moving forward with the project:
 1. Citizen’s Fire Co. No. 1 membership approved the Loan Resolution and Lot #3 Lease on 9/1/15
 2. North Londonderry Supervisors plan to approve the Loan Guarantee Ordinance at their 9/21/15 meeting.
 3. Borough Council will need to take action to approve the Lease for Lot #3 and the Loan Guarantee Ordinance at the 9/22/15 meeting.

Public Works Department

- a. Mr. Powl provided a copy of the Superintendent’s Monthly Report for August 2015.
- b. Parks:
 1. Fireman’s Park Project Update: Mr. Powl informed Council that since the first bids received were over budget, he authorized the Engineer to revise the bid specifications to separate the storm water costs from the park renovations and a few other minor tweaks in an attempt to receive more accurate bids. He explained that the Solicitor recommends Council confirm this action, and will have two sets of bids for consideration at the 9/22/15 meeting.

Motion: To confirm the actions of the Borough Manager to advertise for bids with revised specifications for the Fireman’s Park Project. Motion by Pat Hennessy, second by Beth Shearer. Motion passed.

- c. Refuse & Recycling: (Jack Rudegeair, President of Weidle Sanitation, was present for questions)
 1. Private Trash/Recycling Collection & Hauling Contract Bids:
 - a. Action item: Council discussed the issues related to the privatization of the refuse/recycling collection service for the Borough. President Quairoli opened the floor for public comment.

The following individuals spoke in opposition of the privatization:

- Dave Zimmerman, 931 E Maple St
- Bill Garber, 750 N Lincoln St
- Calvin Chappell, 732 E Maple St
- Deborah Sipe, 245 W Main St
- Clair Drescher, 407 W Pine St
- Maddie Reed, 221 E Hazel St
- Lorna Olinger, 430 W Cherry St
- Bryon Lehn, 839 E Maple St
- Mike Blouch, 1 Augusta Drive, Palmyra inquired about the agenda item related to Alternatives for Collection from Apartment Units. He owns an apartment complex with 24 units along S. College St. and is required to use the Borough’s refuse/recycling services per the ordinance. He mentioned his support for changing the 24 unit minimum to a lower number to benefit more apartment owners.

Motion: To authorize the Borough Manager to issue a Notice of Intent to Award a contract to Morro, Inc. d/b/a Weidle Sanitation, 202 N. 12th Street, Lebanon, PA

17046 in the amount of \$81.31 per unit fee / per year, or \$2 per bag on the special single bag program, for the collection of residential refuse & recycling.

President Quairoli called for a roll call vote:

<i>Brian Craig</i>	-	<i>Yes</i>
<i>Pat Hennessy</i>	-	<i>No</i>
<i>Gary Laudermilch</i>	-	<i>No</i>
<i>Beth Shearer</i>	-	<i>No</i>
<i>Joe Templin</i>	-	<i>No</i>
<i>Ralph Watts</i>	-	<i>No</i>
<i>Jane Quairoli</i>	-	<i>No</i>

The motion was defeated by a 6-1 vote.

Motion: To instruct the Borough Manager to notify all bidders that Borough Council has rejected all bids and no contract will be awarded. Motion by Pat Hennessy, second by Beth Shearer. Motion passed with a 6-1 vote with Brian Craig voting against the motion.

2. Alternatives for Collection from Apartment Units (Section 305-15 of the Palmyra Code of Ordinances): Councilor Laudermilch mentioned that the number of units is currently set at 24 in the refuse/recycling ordinance, so anybody that owns 25 or more units can contract their services with a private hauler of their choosing, or remain on the Borough program. Council discussed the benefits of changing the minimum unit number and asked for Staff to generate a report to show the number of apartment units owned that are currently under the 24-unit minimum at this time for further discussion at the 9/22/15 meeting.
- d. Street & Alley Maintenance:
1. N. Duke St. & E. Arch Street - Public Dedication Status Update: Mr. Powl mentioned that he just received the public dedication agreement from the Solicitor and he will share it with Council.
- e. Stormwater Management:
1. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl reported that everything is falling into place with the ShadowStone agreement and the Borough Engineer is developing a schedule for completing this project.
 2. Injection Well #9 Relocation (900 Block E. Cherry St.) Project Status Update: the Borough Engineer is finalizing the schedule for this project. Bids should be ready for Council to approve in October.
- f. Sinkholes:
1. 300 Block E. Cherry St / 100 Block S. Grant St: Mr. Powl informed Council that the Borough application was one of the three forwarded to FEMA by PEMA – Notification due in November. Until then, the Borough will need to wait for a decision from FEMA before proceeding with any work.
 2. 900 Block E. Maple St: (Injection Well #10 Relocation & Improvement Project Update): Mr. Powl stated that the existing well was cleaned out with a drill rig and viewed with a side-view camera, which revealed large “rooms” underground. Filling voids of that size is likely cost prohibitive, therefore, there may be a need to bridge over these particular areas. He also mentioned that the new well will require pre-treatment facilities for approval by EPA. The proposal from ARM Group for finishing project/repairs is expected mid to late September.

g. Sewer System: There was no report.

h. Traffic Signals:

1. Earl Drive Traffic Signal Removal Update: Mr. Powl mentioned that the ARLE Grant awards are to be announced very soon in September.
2. Grant Street Traffic Signal Removal: Mr. Powl reported that the Public Works crew has completed wire removal at the intersection and have cut the upright bolts flush to the sidewalk.
3. US 422 Adaptive Traffic Signal System: Mr. Powl stated that the conference calls are now taking place every other month, so he does not have anything new to report.

Communications

Mr. Powl provided a letter received 9/2/15 from Deborah B. Sipe, 245 W. Main St, requesting refuse/recycling collection to remain as is and a letter dated 9/3/15 from Susan Bailey, 121 E. Maple St, supporting the privatization of refuse & recycling collection due to the financial benefits to the residents of the Borough.

Other Business

- Councilor Hennessy inquired if the services of Robert Buchter were still necessary. Mr. Powl commented that his role is minimal at this time. Ms. Pera responded that he is still tracking all the prevailing wage rates for the job as required by state law.

Announcement

President Quairolì announced that Borough Council will conduct the regular monthly public meeting on Tuesday, September 22, 2015 beginning at 7:00 PM and a public workshop meeting on Tuesday, October 13, 2015 beginning at 6:00 PM.

Motion to Adjourn

The meeting adjourned at 7:48 PM by unanimous consent.

Respectfully submitted,

Roger E. Powl
Borough Manager