

# Palmyra Borough Council Meeting

Tuesday March 12, 2019

7:00 PM

## AGENDA

1. **Call to Order: 7:00 PM** – President Shearer
2. **Pledge of Allegiance & Moment of Silence for the Armed Services:**
3. **Roll Call:**
4. **Announcements:**
  - a. Please silence all cellular devices during the meeting – thank you!
  - b. The Borough is looking for residents interested in serving in the following appointed positions:
    1. Planning Commission: To serve the remainder of Jim Hartman’s four (4) year term, expiring December 31, 2021.
    2. Palmyra Municipal Authority: To serve the remainder of Jim Hartman’s five (5) year term, expiring December 31, 2021.
5. **Special Visitors:**
  - a. Sanitary Sewer Engineer Dale Shope will be present to: 1) Summarize his recent study relative to the 10,000-gallon minimum billing threshold, 2) Explain how apartment units are currently defined in the sewer ordinance and what ordinance language would need to be changed if apartments are to be billed as commercial units, and 3) Explain the ramifications of making any changes.
6. **Public Comment Period #1:** (Please state your name & address for the record, and try to limit your comments to 5-minutes)
7. **Consent Calendar:**

The following agenda items will be acted upon by a single motion, unless a member of Borough Council wishes a specific item to be voted on separately:

  - a. Approve the minutes of the February 26, 2019 Borough Council meeting.
  - b. Approve payment of all bills listed on the February 2019 Bill’s List.
8. **Action & Discussion Items:**
  - a. Bid Award – 2019 Paving Projects:

Discussion on, and if appropriate:

**Suggested Motion:** To authorize the Borough Manager to issue a Notice of Intent to award a contract to Pennsy Supply, Inc., 1 Clear Spring Rd, Annville, PA 17003 in the amount of \$457,362.60 for the milling, base repair, and paving of W. Maple Street (from S. Lingle Ave to S. Locust St), S. Horstick Avenue (from W. Main St to the Municipal Boundary), N. Chestnut Street (from Willow St to E. Spruce St).

**Suggested Motion:** To authorize the Borough Manager to issue a Notice of Intent to award a contract to Asphalt Maintenance Solutions LLC, 188 Jefferson Street, Emmaus, PA 18049 in the amount of \$89,831.82 for installation of a double application of Microsurface material on N. College Street (from W. Main St. to W. Broad St.), and on N. Locust Street (from W. Main St. to W. Broad St.).

## 9. Reports:

- a. President's Report: President Shearer
- b. Financial Report:
  1. Financial Statement: (as of February 28, 2019)
  2. Delinquent Sewer & Refuse Account Report: (Asst. Mgr. Pera)
- c. Fire Department:
- d. Police Department: Mayor Carpenter / Chief Winters
- e. Planning Commission - Subdivision & Land Development Plans: (Did not meet this month)
  1. Next Scheduled Meeting: Wednesday April 3, 2019 beginning at 7:00 p.m.
- f. Public Works Department: Borough Manager Powl
  1. Superintendent's Monthly Report: (02/01/19 – 03/05/19)
  2. Borough Properties:
    - a. Municipal Building – 325 S. Railroad Street:
    - b. Public Works Department – 910 E. Broad Street
    - c. Vacant Lot – 40 E. Front Street:
  3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park)
  4. Refuse & Recycling:
    1. Trucks have been posted for sale online at Municibid.com
    2. Resolution #2019-08 – Sale or Disposal of Borough Owned Refuse/Recycling Dumpsters:  
Discussion on, and if appropriate:  
**Suggested Motion:** To approve Resolution #2019-08, a resolution authorizing the sale or disposal of the Borough owned refuse & recycling dumpsters by any means necessary since the total value is deemed to be less than \$2,000.
  5. Sewer System:
    1. Broken Sewer Main – Federal Alley:
    2. Main Pump Station – Back-up Mechanical Controls:
  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)
    - b. 223 S. Locust Street & PASD Injection Well:
    - c. N. Duke Street & First National Bank detention basin:
    - d. Southeast Park:
    - e. S. Forge Road (between Cypress & Birch):
  7. Stormwater Management:
    - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project:
    - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.)
    - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St)
    - d. Intersection of N. Chestnut Street & E. Spruce Street:
    - e. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status:

**9. Reports:** (continued)

f. Public Works Department:

8. Street & Alley Maintenance:

9. Traffic Signals:

10. Other:

g. Solicitor's Report: Solicitor Cleary

h. Zoning & Codes Enforcement:

1. Zoning Officer/Codes Enforcement Officer Report: (Michelle Bowman)

2. Zoning Hearing Board: (No Hearings scheduled for Monday March 18<sup>th</sup> at 5:30 PM)

i. Borough Manager's Report:

**10. Communications:** None

**11. Other Business:**

**12. Public Comment Period #2:** (Please state your name & address for the record and try to limit your comments to 3-minutes)

**13. Announcement:**

a. Borough Council will conduct its next public meetings on Tuesday March 26, 2019, and Tuesday April 9, 2019 beginning at 7:00 p.m.

**14. Motion to Adjourn:**