

# Palmyra Borough Council Meeting

Tuesday April 10, 2018

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!
5. **Special Visitors:** None scheduled
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 March 23, 2018 Borough Council meeting.
  - b. Approve payment of all bills listed on the March 2018 Bill's List.
8. **Action Items:**
  - a. **Resolution #2018-21 – Appoint Member to Zoning Hearing Board:**

Discussion on, and if appropriate:

**Suggested Motion:** To approve Resolution #2018-21, appointing Benjamin S. Miller as an alternate member of the Zoning Hearing Board, who shall serve new three (3) year term expiring December 31, 2020.
  - b. **Personnel – Public Works Department – Retain Full-Time Employee:**

Discussion on, and if appropriate:

**Suggested Motion:** To officially remove David C. Seesholtz and Dustin G. Forry from probationary status effective April 12, 2018 and to retain them as a full-time employee for the Borough of Palmyra Public Works Department.
  - c. **Road Closure Request - 2018 Memorial Day Parade:**

Discussion on, and if appropriate:

**Suggested Motion:** To authorize the Palmyra Heritage Association to assemble and conduct the Palmyra Memorial Day Parade on Monday May 28, 2018 from 8:00 AM - 10:00 AM utilizing the following parade route:

Beginning at the Palmyra Area Middle School on West Cherry Street; south on S. Railroad Street; east on E. Maple Street; north on South Green Street; west on East Main Street; south on S. Locust Street, and; disbanding at the Palmyra Area Middle School.
  - d. **Amend Code of Ordinances – Enforcement of Right of Way Encroachments:**
    - Chapter 337 (Trees) - Add the following definition of “tree”: Any tree, shrub or other woody plant in or upon any public right-of-way within the Borough or that part of any tree, shrub or other woody plant which extends within the lines of any right-of-way within the Borough.

**8. Action Items:** (continued)

d. Amend Code of Ordinances – Enforcement of Right of Way Encroachments: (continued)

- Chapter 314 (Streets and Sidewalks), Article V (Placement & Storage of Items Within Right-Of-Way) - add a prohibition of items which block or obstruct the right-of-way (including vegetation) except as specifically authorized.

Discussion on, and if appropriate:

**Suggested Motion:** To authorize the Borough Solicitor to prepare and advertise an ordinance to amend Chapter 337 (Trees) and Chapter 314 (Streets & Sidewalks) to add language to enable the proper enforcement of encroachment into Borough owned public right-of-ways by trees, shrubbery, and other vegetation.

e. Commercial No Parking Sign(s) – 400 Block W. Maple Street:

**9. Reports:**

a. President's Report: President Shearer

b. Financial Report:

1. Financial Statement: (as of March 31, 2018)
2. Delinquent Sewer & Refuse Account Report: (Asst. Mgr. Pera)

c. Fire Department:

1. Crab & Beer Fundraiser – Memorial Park?

d. Police Department:

e. Planning Commission - Subdivision & Land Development Plans: (Did not meet this month)

1. Next Scheduled Meeting: Wednesday May 2, 2018 beginning at 7:00 p.m.

f. Public Works Department: Borough Manager Powl

1. Superintendent's Monthly Report: (03/01/18 – 4/02/18)
2. Borough Properties: (Municipal Building, Public Works Garage, former Wastewater Treatment Plant)
  - a. Municipal Building:
  - b. 210 N. Forge Road:
  - c. 910 E. Broad Street:
  - d. 40 E. Front Street:
3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park)
  - a. Memorial Park Project Update:
  - b. Memorial Park Field Lighting:
4. Refuse & Recycling:
  - a. GLRA Board Report: A new Palmyra Borough representative is needed to serve on the GLRA Board to replace Brian Craig.
5. Sewer System:
  - a. ASK Additional Sewer Capacity Request: (Awaiting capacity cost calculations from NLT)
  - b. Sewer Lateral Repair: 126 S. Grant Street

**9. Reports:** (continued)

f. Public Works Department: (continued)

6. Sinkholes:

- a. 25 N. Franklin Street:
- b. 150 W. Walnut Street:
- c. 223 S. Locust Street:

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. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status:
- e. Stormwater Management System Phasing Plan: Updated Engineering Cost Estimates

8. Street & Alley Maintenance:

9. Traffic Signals:

10. Other:

g. Solicitor's Report: Solicitor Cleary

1. Enforcement of Dog Waste Removal: E-mail dated March 28<sup>th</sup>

h. Zoning & Codes Enforcement:

1. Zoning Officer/Codes Enforcement Officer Report: (03/1/18 – 03/31/18)
2. Zoning Hearing Board: (No Hearings scheduled for the April 16<sup>th</sup> hearing date)

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 April 24, 2018, and Tuesday May 8, 2018 beginning at 7:00 p.m.

**14. Motion to Adjourn:**