

Palmyra Borough Council Meeting

Tuesday June 12, 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!
 - b. Borough Council held an executive session on Wednesday June 6th at 6:00 PM to consult with the Borough labor attorney on personnel issues as permitted by the Pennsylvania Sunshine Act. Any official action resulting from discussions held during the Executive Session will occur at a future public meeting.
5. **Special Visitors:**
 - a. Ronald Hunter, W. Main Street, will be present to discuss a repayment plan for a delinquent sewer/refuse bill.
 - b. Brad Remig of PFM Financial Advisors, LLC, and Ben Ried (Bond Counsel) of Eckert Seamans, will be present to update Council on the possible refinance of the Borough’s bank loans via a municipal bond.
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 May 22, 2018 Borough Council meeting.
 - b. Approve payment of all bills listed on the May 2018 Bill’s List.
8. **Action Items:**
 - a. Road Closure Request – Encounter Church Community Block Party:

Discussion on, and if appropriate:

Suggested Motion: To approve the closure of E. Cherry Street between S. Harrison Street and S. Franklin Street on Saturday August 11th from 11:00 AM – 3:00 PM for the Encounter Church to conduct a community block party at Heritage Park.
 - b. Movie Night in the Park:

Discussion on, and if appropriate

Suggested Motion: To approve the use of Memorial Park by the Palmyra Midget Football Association to conduct a “Movie Night at the Park” on Thursday June 14th, or Thursday June 21st, Friday July 20th, and Friday August 17th.
9. **Reports:**
 - a. President’s Report: President Shearer

9. **Reports:** (continued)

b. **Financial Report:**

1. Financial Statement: (as of May 31, 2018)
2. **Delinquent Sewer & Refuse Account Report:** (Asst. Mgr. Pera)
 - a. Sarah Porche - 313 N. College Street

c. Fire Department:

d. Police Department:

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

1. Next Scheduled Meeting: Thursday July 5, 2018 beginning at 7:00 p.m.

f. **Public Works Department:** Borough Manager Powl

1. Superintendent's Monthly Report: (05/04/18 – 06/06/18)
2. **Borough Properties:**
 - a. 325 S. Railroad Street - Municipal Building:
 - b. 910 E. Broad Street - Public Works Facility:
 - c. 40 E. Front Street - Vacant Lot:
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: (Dale Shope analyzing cost data provided by NLT)
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. 900 Block of E. Cherry Street:
 - d. N. Duke Street & First National Bank detention basin:
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:
8. **Street & Alley Maintenance:**
 - a. 900 Block E. Maple Street Paving (between sinkhole repair & municipal boundary) \$10,730
9. Traffic Signals:
10. **Other:**
 - a. Public Works Department Staffing Level: (Councilor Templin)

9. Reports: (continued)

g. Solicitor's Report: Solicitor Cleary

1. Commercial Vehicle & Utility Trailer Parking - Amend Palmyra Code of Ordinances?

- Chapter 350 (Vehicles & Traffic), Section 32 (Parking of commercial vehicles, boats, recreational vehicles, and trailers).
- See Josele's E-mail dated 5/29/18 as reference for discussion.

h. Zoning & Codes Enforcement:

1. Zoning Officer/Codes Enforcement Officer Report: (05/01/18 – 05/31/18)

2. Zoning Hearing Board: (Hearings scheduled for June 18th at 5:30 PM)

a. 103 N. College Street (Jubilee Ministries):

- Special Exception – Section 380-38(I)(4)(a) – Alternative off-street parking standards, or, in lieu thereof:
- Variance – Section 380-74(D) – One space per each 200-sq' of retail sales area

b. 520 E. Ridge Road (Salli Properties, LLC):

- Variance – Section 380- Attachment 1- Table 380-14G – reduce existing non-conforming 22-foot rear yard setback to 12-feet (30-feet required).
- Special Exception – Section 380-127 – expansion of a non-conforming use (animal hospital)
- Appeal Zoning Officer's interpretation of Section 380-13 (Definitions) as a veterinarian's office versus the applicants desired classification of animal hospital.

i. Borough Manager's Report:

10. Communications:

- a. Letter received 5/23/18 from 9-year old Maggie Moore, 30 W. Orchard Dr., seeking permission to operate a lemonade stand to raise money for childhood cancer, and asking the Borough if it could help with a donation. (*PA Borough Code does not allow for donations*)

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, June 26, 2018, and Tuesday, July 10, 2018 beginning at 7:00 p.m.

14. Motion to Adjourn: