

Palmyra Borough Council Meeting

Tuesday September 25, 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 Tuesday September 18th at 5:30 p.m. to discuss a personnel matter 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. **Election of Council Vice-President:** (Replacement for Mark Smith)
 - a. Nomination Process: (Robert’s Rules of Order – 10th edition)
 - Nominations for Officers do not require seconds;
 - Nominee may decline nomination immediately, or after a vote is taken;
 - Persons may nominate themselves;
 - Nominations will be voted on in the order in which they were nominated;
 - The first Nominee to achieve a majority vote shall be declared elected to the position by the President, and no votes are taken on any remaining Nominees;
 - If only one person is nominated for a position, and the Nominee does not decline the nomination, the President may declare that Nominee elected to the position by unanimous consent, and no vote is necessary.
 - b. President calls for nominations for Council Vice-President:
 - c. President closes nominations for Council Vice-President:
 - d. Roll-Call vote:
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 September 11, 2018 Borough Council meeting.
- b. Approve the Treasurer’s Report for the period August 1 through August 31, 2018:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$2,877,045	\$1,273,644	\$659,063	\$ 948,222	\$ 14,742	\$230,649
YTD Expenses	\$2,822,392	\$ 587,175	\$447,608	\$ 365,418	\$ 371,441	\$ 20,619
Difference	\$ 54,653	\$ 686,468	\$211,455	\$ 582,804	\$ (356,699)	\$210,029
Fund Balance	\$1,891,749	\$ 907,372	\$479,219	\$1,659,421	\$1,933,445	\$737,344

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund
YTD Revenue	\$28,449	\$39,426	\$28	\$52,126	\$947	\$107,159
YTD Expenses	\$28,500	\$22,896	\$45	\$0	\$473	\$ 78,112
Difference	\$ (51)	\$16,529	\$(17)	\$52,126	\$473	\$ 29,047
Fund Balance	\$1,542	\$206,092	\$4,729	\$375,904	\$41,525	\$ 29,047

8. Action & Discussion Items:

a. Road Closure Request – 2018 Palmyra Christmas Parade:

Discussion on, and if appropriate:

Suggested Motion: To authorize the Palmyra Area Heritage Association (PAHA) to implement the following road closures necessary for the 2018 Palmyra Christmas Parade to be held on Saturday November 17, 2018 from 10:30 AM – approximately 2:00 PM.:

Parade Staging from 10:30 AM-12:00 PM: Close S. Railroad Street from Main Street to E. Maple Street, and W. Cherry Street from S. Railroad Street to Mark Street, and:

Parade Route: Beginning at 12:00 Noon at S. Railroad Street and E. Maple St. the parade will proceed East on E. Maple St.; turning North onto S. Green Street; turning West onto E. Main Street; turning South onto S. Horstick Ave., turning East onto W. Cherry St., and disbanding at the Palmyra Middle School at approximately 2:00 PM.

b. Road Closure Request – Citizens Fire Company No. 1 Fire Prevention & Safety Open House Event:

Discussion on, and if appropriate:

Suggested Motion: To authorize the closure of West Walnut Street from S. Railroad St to S. College Street, and S. Bowman Ave from W. Walnut Street to W. Pine Street on Sunday October 7th from 1:00 p.m. – 4:00 p.m. in order for Citizens Fire Co. No. 1 to conduct their annual Fire Prevention & Safety Open House event.

c. Resolution #2018-28 - Auditor Appointment for 2018 Audit:

Discussion on, and if appropriate:

Suggested Motion: To approve Resolution #2018-28, a resolution appointing Brown, Schultz, Sheridan & Fritz to perform the annual Audit for year ending December 31, 2018 for a fee not to exceed \$14,700.

d. Bid Advertisement for Contracted Waste & Recycling Collection Services:

Discussion on, and if appropriate:

Suggested Motion: To authorize the Borough Manager to advertise for bids for the collection of residential refuse & recycling by a single private hauling contractor.

e. Waiver Request – Stormwater Management Ordinance – Section 310-16.A(7):

Discussion on, and if appropriate

Suggested Motion: To _____ (approve or deny) the waiver request made by Kaylor, Allwein & Hartman, Inc. on behalf of Anthony Hostetter, 443-445 W. Main Street, for the requirements of Section 310-16.A(7) of the Code of Ordinances of the Borough of Palmyra, which requires a minimum 4-foot high fence to be installed around a new stormwater management facility.

f. Palmyra Area School District Geophysical Study Cost Share Proposal:

Discussion on, and if appropriate

Suggested Motion: To _____ (approve or deny) the proposal made by the Palmyra Area School District to share 50% of the cost of a \$5,600 geophysical study proposed by ARM Group to locate a possible new stormwater injection well within the public Right of Way of S. Locust Street, W. Oak St, or W. Maple Street to replace PASD's failed injection well and to improve the Borough's stormwater management in the area.

g. Borough Council Vacancy:

- Borough Council has until October 11, 2018 (October 9, 2018 meeting) to appoint a replacement to serve the remainder of Mark Smith's term, expiring the first Monday of the year 2020.

9. Reports:

a. President's Report: President Shearer

b. Library Report: Councilor Quairoli

c. Police Department: Mayor Carpenter/Chief Jasinski

d. Solicitor's Report: Solicitor Cleary

e. Zoning Hearing Board: (September 17, 2018 Hearing Continued to Monday September 24, 2018)

1. 940 E. Main Street - Mavis Discount Tire:

- Variance - Section 380 - Table 380-46 (Permanent Sign Requirements) in order to exceed the maximum sign area for two individual signs. The applicant is also seeking a variance to exceed the maximum number of signs by placing a total of three signs (one freestanding, and two wall signs) on the property.

f. Borough Manager's Report:

1. 300 Block E. Cherry St / 100 Block S. Grant St Stormwater & Road Restoration Project:

2. Loan Money Available for Stormwater Management Projects:

3. New Public Works Garage Building Project:

4. Other:

10. Communications:

a. Letter dated 9/18/18 from Palmyra Area School District Superintendent Lisa Brown thanking the Borough for its assistance with the Glow Run event held on August 25, 2018.

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 a public meeting on Tuesday October 9, 2018 and on Tuesday October 23, 2018 beginning at 7:00 p.m.

14. Motion to Adjourn: