

Palmyra Borough Council Meeting
 Tuesday, January 24, 2017
 7:00 PM

Borough Council Vice-President Beth Shearer called the meeting to order at 7:00 PM in Council Chambers of the Palmyra Municipal Center, located at 325 S. Railroad St. Other Council members in attendance included Brian Craig, Carissa Mellinger, Jane Quairolì, and Ralph Watts. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, and Mayor Fred Carpenter. Mark Smith, Joe Templin, and Police Chief Stan Jasinski were absent from the meeting.

Special Visitors

- a. Mayor Carpenter presented the 2016 William & Nancy Kepler Community Service Award posthumously to Pat Hennessy. Pat’s daughter Heather was in attendance to receive the award.

Public Comments

- Maddie Reed, 233 E. Hazel Street, inquired about the funds needed for the second phase at Fireman’ Park. She also complained that the lights are on all night on the new flagpoles when there are no flags flying.
- Barry Powell, 41 N. Franklin Street, inquired about the budgets and the number of grants the Borough applied for and received in 2016. He also voiced his opposition for the proposed construction of the new Public Works garage building.
- Jael Wolf, 301 E. Cherry Street, complained about the length of time the grouting project is taking on East Cherry Street.
- Andy Braden, 604 W. Oak Street, expressed his concern about a neighbor not putting his garbage in a garbage can and just leaving his bags out for collection.

Consent Calendar

The following agenda items were acted upon by a single motion:

- a. Approve the minutes of the January 10, 2017 Borough Council meeting – Councilor Quairolì asked that the minutes be changed where she made a comment about the \$8.9 million in debt to also include the fire house. The minutes stated that she did not include the fire house loan in the \$8.9 million figure.
- b. Approve payment of all bills listed on the December 2016 Bill’s List.
- c. Approve the Treasurer’s Report for the period December 1 through December 31, 2016:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund
YTD Revenue	\$3,053,141	\$1,418,625	\$829,831	\$2,590,285	\$108,153
YTD Expenses	\$2,762,304	\$1,399,133	\$840,019	\$2,757,294	\$22,950
Difference	\$290,837	\$19,492	\$(10,188)	\$(167,009)	\$85,203
Fund Balance	\$1,513,727	\$541,870	\$264,746	\$1,284,459	\$2,244,515

	Liquid Fuels Fund	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund
YTD Revenue	\$207,002	\$28,008	\$44,100	\$15	\$40,660
YTD Expenses	\$27,755	\$28,000	\$32,850	\$7,539	\$0
Difference	\$179,247	\$8	\$11,250	\$(7,524)	\$40,660
Fund Balance	\$320,963	\$602	\$171,599	\$4,734	\$283,019

Motion: To approve the consent calendar with amended minutes from January 10, 2017. Motion by Jane Quairolì, second by Brian Craig. Motion passed.

Action Items

- a. Real Estate Transfer Tax Duplicate Payment – Refund Request:

Motion: To authorize the Borough Treasurer to issue a refund payment from Budget Line Item #01.310.100 in the amount of \$1,200 to Barristers Land Abstract, 3310 Market Street, Camp Hill, PA 17011 for a duplicate real estate transfer tax payment made as the result of the sale of 123 Macintosh Drive in September of 2016. Motion by Jane Quairolì, second by Ralph Watts. Motion passed.

Reports

- a. President’s Report – there was no report.
- b. Financial Report:
 - 1. Financial Statement: Mr. Powl presented the December 31, 2016 report. There were no questions.
- c. Fire Department:
 - 1. New Firehouse Update: Chief Dugan reported that the building meetings were moved to Wednesday evening. The next meeting is scheduled for January 25, 2017. He also reported that the completion date for the new building has been bumped back to the end of April.
- d. Library Board Report: Councilor Watts provided a copy of the December 2016 and January 2017 report. He indicated that the Library finished 2016 with a deficit of less than \$52,000. He also announced that the Library Board needs to find a replacement “member at large” member of the Board.
- e. Police/Mayor’s Report: Mayor Carpenter provided a copy of the December 2016 report. He also reported that he participated in a Boy Scout program and wrote a letter for and Eagle Scout. He also asked Council about the purchase of a 4X4 SUV for the police department. Council discussed the issue and agreed to wait until all Councilors are in attendance to discuss further.
- f. Recreation Commission Report:
 - 1. Council still needs a representative to serve on Palmyra Area Recreation & Parks Commission (PARPC). Councilor Quairolì indicated she would consider it.
- g. Solicitor’s Report: Solicitor Cleary provided a letter to Mr. Powl, dated 1/13/17 to the Attorney for Cedar-Palmyra (Shopping Center), LLC concerning E. Arch Street & N. Duke Street public road dedication. The letter outlines all the outstanding issues that need to be addressed and gives the shopping center until February 14, 2017 to reply.

h. Zoning Hearing Board: A hearing on the following property is scheduled for Monday February 13th at 5:30 PM:

1. 25 N. Franklin Street – Jonathan D. Pollock:
 - Section 380-15.B (Uses Permitted by Right – Town Residential District): Variance of the permitted uses being sought in order to establish a new martial arts studio in former church.

Council discussed the use of the building in the existing neighborhood and agreed to support the application.

i. Borough Manager's Report:

1. 300 Block E. Cherry Street Sinkhole Repair & Stormwater Management: Mr. Powl advised Council that the contractor is finishing the drilling & grouting of the last ten holes this week and should begin the process of removing their equipment and cleaning up. Mr. Powl also reported that the project is under budget. He mentioned that road repairs to East Cherry Street may not be completed until Spring, but once the area is cleaned up, the residents should be able to park in front of their homes again.
2. Shellbark Alley Injection Well Project: (to the rear of 138 N. Chestnut St) – Mr. Powl reported the drillers were onsite today. He will update Council as more information becomes available.
3. Church Alley (between W. Cherry St & W. Maple St) / Sanitary Sewer Easement: Mr. Powl informed Council that the property owners of 656 W Cherry Street moved their fence out of the right-of-way as requested. They asked when stones would be added and compacted in the area of the alley where the fence once stood, and Mr. Powl informed the Public Works Superintendent to proceed as soon as weather allows.
4. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl reported that the low bid received was in the amount of \$731,242 from Ankiewicz Enterprises, Inc. /dba Grand Prix Excavating, Tamaqua, PA. He indicated that the DEP Growing Greener grant was for \$360,000, so these funds combined with the remaining funds from the \$5-million-dollar loan is enough to cover the bid amount.

Mr. Powl reported that he is working with the Rec Commission to obtain approval from the School District, who owns the Ridge Road Park property. Mr. Powl will be attending the School Board meeting on Feb. 2nd. He also indicated that North Londonderry Township Supervisors will be in attendance. Mr. Powl asked whether up to three members of Council would like to attend as well.

5. New Public Works Building: Mr. Powl projected a copy of the former waste water treatment plant (WWTP) at 910 E, Broad St. onto the projection screen in order to explain to Council how the garage space is currently being utilized. He indicated that the Borough currently has 8,300 square feet under roof with 10 garage bays at the current Public Works facility at 210 N. Forge Rd., and not all the equipment can be housed under roof. Mr. Powl tasked the Public Works Superintendent to assess how the current space could be utilized at the WWTP for equipment and vehicle storage so that the Public Works garage building could be properly sized. As a result of this exercise, the new Public Works garage would need to be sized at 80'X140' (11,200 sq') with 8,000 sq' comprising building space, and 3,200 sq' comprising an open ended roof extension on one end of the building to enable the refuse trucks to be parked under roof. Mr. Powl explained that this exercise proves that with the sale of the 210 N. Forge Rd property, the Borough can replace existing space with similar sized new space, and with an additional 3,200sq' of new roof area, have the ability to house all of the Borough vehicles & equipment inside or under roof, whereas, that is not currently possible.

Mr. Powl also reported that he asked the architects for an estimate of the costs to renovate the former sewer administration building versus the costs to add additional footage onto the new building for the office, employee breakroom, bathroom, and locker area. He explained that the

roof is leaking, the HVAC system was inspected and found to need replacement within the next three to five years, the building layout is not efficient, there would be handicap accessibility costs, and the decommissioned digester tanks attached to the building collect water and are a mosquito problem. Mr. Powl feels it will be much cheaper to include space in the new building versus renovating the old sewer plant control building/office. Mr. Powl explained that the design team will be analyzing the most efficient method for heating the new building. Is it cost effective to have a radiant floor heating system throughout the entire building, or is it more cost effective to have infrared gas heaters suspended from the ceiling. What is the life expectancy of each system, and annual costs of operation? He explained that the goal is to provide the most efficient building with the lowest annual operating costs as possible with the least amount of up-front cost. Mr. Powl also explained that the first draft of the land development plan showed the new building situated on the eastern side of the property in the area of the former WWTP trickling filters. Upon review of the plan it was determined that due to conflicts with underground utilities that the building would be situated in such a way that only two of the three refuse trucks could not access their covered roof portion of the new building, and stormwater design placed a required basin over an area where the existing WWTP final clarifier concrete tanks are located. The cost to remove these clarifier tanks would be cost prohibitive. The Public Works Superintendent recently rented a track-hoe with a demolition hammer in an effort to break the tops of the three tanks off so that they could be filled and compacted with clean fill, and he struggled due to the nature of the rebar design within the concrete tank walls. Due to these cost concerns, access issues, and utility conflicts, Mr. Powl asked the engineers to consider moving the new building location to the northwestern corner of the property where the impact of the new building on the site will not be as great. There are no underground or overhead utility conflicts, however, the existing EMA Building and existing sewer vacuum truck garage building would need to be demolished to accommodate the new building.

Mr. Powl will continue to advise Council and share any cost estimate information with Council as it becomes available.

Other Business

- Mayor Carpenter suggested that a street or alley be named in honor of Councilor Hennessy. Council agreed, and decided to name the North/South unnamed alley between Harrison & Franklin Streets as Hennessy Way. Mr. Powl will have a Resolution prepared for Council.
- Councilor Craig reported that he and Councilor Quairolì attended the January 18th MS4 Stormwater meeting at North Lebanon Township. All municipalities will need a new permit or a waiver from DEP by September 2017.

Announcement

Vice President Shearer announced that Borough Council will conduct a public meeting on Tuesday, February 14, 2017 and on Tuesday, February 28, 2017 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Ralph Watts, second by Jane Quairolì. The meeting adjourned at 8:28 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager