

Palmyra Borough Council Meeting
 Tuesday, February 27, 2018
 7:00 PM

Borough Council 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 Don Barry, Josh Holl, Carissa Mellinger, Jane Quairoli, Mark Smith, and Joe Templin. Also in attendance were Police Chief Stan Jasinski, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Mayor Fred Carpenter was absent from the meeting.

Special Visitors

- a. President Shearer presented the following two awards on behalf of Mayor Carpenter:
- The 2017 William & Nancy Kepler Community Service Award to Harold Brightbill for his years of service to the community as a member of the Citizen’s Fire Company #1.
 - A Certificate of Appreciation to Brian Craig for serving on Borough Council.
- b. Chief Jasinski presented the Mayor’s 2017 Officer of the Year Award to Officer Shaun P. McGuire.

Public Comment Period #1

There were no public comments

Consent Calendar

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

- a. Approve the minutes of the February 13, 2018 Borough Council meeting.
 b. Approve the Treasurer’s Report for the period January 1 through January 31, 2018:

| | General Fund | Sewer Fund | Refuse Fund | Capital Reserve Fund | Special Sewer Fund | Liquid Fuels Fund |
|--------------|--------------|------------|-------------|----------------------|--------------------|-------------------|
| YTD Revenue | \$81,359 | \$293,248 | \$151,126 | \$230 | \$9,008 | \$112 |
| YTD Expenses | \$326,735 | \$52,185 | \$106,851 | \$5,198 | \$0 | \$0 |
| Difference | \$(245,376) | \$241,064 | \$44,346 | \$(4,968) | \$9,008 | \$112 |
| Fund Balance | \$1,797,025 | \$588,632 | \$327,450 | \$1,076,067 | \$2,290,458 | \$527,427 |

| | Library Fund | Police Health Care Fund | Town Square Reserve Fund | Joint Fire Apparatus Fund | Cemetery Fund |
|--------------|--------------|-------------------------|--------------------------|---------------------------|---------------|
| YTD Revenue | \$142 | \$40 | \$1 | \$69 | \$9 |
| YTD Expenses | \$0 | \$7,309 | \$0 | \$0 | \$0 |
| Difference | \$142 | \$7,268 | \$1 | \$69 | \$9 |
| Fund Balance | \$1,735 | \$182,294 | \$4,747 | \$323,847 | \$41,061 |

Motion: To approve the consent calendar with recommended corrections to the February 13, 2018 minutes. Motion by Jane Quairoli, second by Mark Smith. Motion passed.

Action Items

- a. Greater Lebanon Refuse Authority – Request for Approval of Stipends to Appointed Representatives of the Authority Board:

Motion: To authorize the Greater Lebanon Refuse Authority to pay a stipend to the appointed representative to the GLRA Board in accordance with the following schedule:

1. \$35 – attend monthly GLRA Board meeting.
2. \$50 – run monthly meeting as GLRA Board Chairman.
3. \$30 – attend a Committee meeting outside of the monthly GLRA Board meeting.
4. \$15 – attend Committee meeting held either directly before or after the monthly GLRA Board meeting.

Motion by Jane Quairoli, second by Don Barry. Motion passed.

Reports

- a. President's Report: President Shearer did not have a report.
- b. Library Report: Councilor Quairoli will provide the report for the March 13th meeting.
- c. Planning Commission:
1. Mavis Discount Tire (Goddard Development Partners, IV LLC) – Preliminary/Final Land Plan - Ryan Whitmore, LANDCORE Engineering Consultants, P.C. was in attendance to answer any questions regarding the plan.

Motion: To grant the following requested waivers of the Palmyra Subdivision & Land Development Ordinance (318) and Palmyra Stormwater Management Ordinance (310) as recommended by the Palmyra Planning Commission:

1. Section 318-8.E: Mandatory Preliminary and Final Plan Application (to allow for submission of a Final Plan only)
2. Section 318-15.E(4): Submission of a Traffic Impact Study (applicant has proved number of peak hour vehicle trips to be less than what was designed for in the Member's 1st Plan for Lot #3)
3. Section 318-27.I(1): Landscaping & Screening (applicant does not want to provide the required 10-foot landscape strip between a street right-of-way and a front yard parking lot because it is not consistent with the other commercial properties in the neighborhood)
4. Section 318-27.I(2): Landscaping & Screening (required 10-foot landscape strip surrounding all off-street parking lots). Applicant has designed landscape plantings to buffer adjacent residential areas.
5. Section 318-27.I(3)(a): Interior Landscaping (applicant is providing 4.7% of the required 5% minimum of the total parking lot area)
6. Section 318-27.N(9): Loading spaces shall be surrounded by 10-foot wide landscape buffer. This will not be possible since the loading space areas also serve as part of the paved vehicle circulation lanes around the building.
7. Section 318-32.F: Stormwater Easements (applicant feels the required recording of a stormwater operations & maintenance agreement will serve the same purpose as an easement at a lessor cost to the developer)
8. Section 318-28.H: Pedestrian Easements (required to be 10-feet wide). Applicant proposes providing an easement 1-foot past the total width of the existing 5-foot wide sidewalks.
9. Section 310-14: Stormwater Rate Controls (to allow for an increase of .07% increase in the pre versus post development for a one-year storm event)

Motion by Jane Quairolì, second by Mark Smith. Motion passed.

Motion: To grant conditional approval of the Mavis Discount Tire (Goddard Development Partners, IV LLC) – Preliminary/Final Land Development Plan, contingent upon Landcore Engineering Consultants, Inc. satisfying all plan review comments from the Borough Engineer, Borough Solicitor, Lebanon County Planning, Conservation District, and Zoning Officer.

Motion by Jane Quairolì, second by Joe Templin. Motion passed.

- d. Police Department: Chief Jasinski did not have a report.
- e. Solicitor's Report: Mr. Powl provided a copy of a letter dated 2/21/18 from Solicitor Cleary to Gary Laudermilch, 30 W. Ridge Rd. concerning curb & sidewalk maintenance responsibilities.
- f. Zoning Hearing Board: (No hearings were conducted this month)
- g. Borough Manager's Report:
 - 1. 300 Block E. Cherry St / 100 Block S. Grant St Stormwater & Road Restoration Project: Mr. Powl reported that a new crew was brought onto the job site and the quality of work is improving and the communication is improving between the contractor and the Borough engineer. He also stated that installation of the inlets and piping leading to the new basin has begun.
 - 2. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl stated that the Solicitors for the Borough, School District and the Hershey Company have not met yet.
 - 3. N. Franklin Street Sinkhole: Mr. Powl stated that Dr. Seaton, ARM Group, located two possible injection well locations. However, Public Works (PW) Superintendent Plouse recommended using the existing injection well located in the intersection of Division St. and Hennessy Way. The PW crew can install stormwater pipes west on North Avenue and turn North onto Hennessy Way. This will eliminate the need to drill a new well.
 - 4. S. Locust Street Sinkhole: Mr. Powl informed Council that Dr. Seaton is concerned about the existing injection well on the School District property and believes it is causing the sinkhole problem in the road right-of-way. The School District has agreed to partner on a resolution.

The current hole is compromising a Met-Ed electric pole. Mr. Powl contacted Met-Ed to have them check the pole. The Met-Ed engineer reported back that he recommended relocating the pole but management objected. The Borough or School District could request the pole to be moved, but the cost would be billed to the Borough or School District at an estimated cost of \$3,000 - \$5,000. Mr. Powl asked if Met-Ed could provide a truck and crew to secure the pole so that it would not fall during excavation of the sinkhole and Met-Ed explained that there would be a charge for that as well. Mr. Powl objected and Met-Ed agreed to provide a truck to hold the pole in place while repairs are made provided the repair does not take more than a day. Mr. Powl asked Met-Ed what would happen if the pole would fall over, and they responded that they would have to respond to repair the pole, likely at their cost.

Mr. Powl mentioned that Dr. Seaton is concerned that the right-of-way area might need some injection grouting to provide a permanent fix after the existing injection well is plugged and a new injection well is made operational.

- 5. New Public Works Garage: Mr. Powl reported that the EMA garage has been removed completely. The only item left is the removal of a Met-Ed pole at this location.

6. Lebanon County Hazard Mitigation Plan Update: Mr. Powl stated that it has been five years since the County updated their Hazard Mitigation Plan. He attended the kick off meeting that will begin the process for updating the plan.
7. FEMA Flood Insurance Rate Map (FIRM) Update: Mr. Powl provided a copy of a letter from FEMA revealing their plan to update the Federal Flood Plain Insurance rate maps. He reached out to FEMA to determine if the maps have changes because the Borough has never been included on any of the FIRM maps previously. He was advised that they are adding Spring Creek to the far southwest corner of the Borough. Mr. Powl will begin the campaign to have someone from FEMA visit the Borough to show that there is no creek in the southwest corner of the Borough.
8. Council discussed the need to decide on the next phase of stormwater improvements if the Phase A Stormwater Management System (north of railroad tracks - west of N. Grant St.) does not happen.

Communications

Mr. Powl provided a copy of a letter dated 1/14/18 from the Lebanon Valley Conservancy, Inc. seeking a donation from the Borough to assist with preserving and protecting agriculture, and other natural resources in Lebanon County. Council did not wish to provide a donation.

Other Business

- a. Councilor Quairoli complimented Citizens Fire Company for their efforts in extinguishing the recent fire at the vacant mill on East High Street. Fire company President Andy Braden reported that settlement for the sale of the old firehouse to Moyer Communications was scheduled for March 19th.

Public Comment Period #2

- Barry Powell, 41 N. Franklin Street, has several questions regarding the sinkhole on N. Franklin St. He also reported that water pooling near the intersection of N. Franklin Street & Arch Street disappears faster than normal evaporation and he is concerned about infiltration into a yet to be seen sinkhole.

Announcement

President Shearer announced that Borough Council will conduct a public meeting on Tuesday, March 13, 2018 and on Tuesday, March 27, 2018 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Jane Quairoli, second by Mark Smith. The meeting adjourned at 7:56 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager