

Palmyra Borough Council Meeting  
Tuesday, March 12, 2019  
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, Tom Miller, Jane Quairoli and Joe Templin. Also, in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Mayor Fred Carpenter, and Police Chief Andrew Winters.

Announcements

President Shearer announced that the Borough is looking for residents interested in serving in the following appointed positions:

- Planning Commission: To serve the remainder of Jim Hartman's four (4) year term, expiring December 31, 2021.
- Palmyra Municipal Authority: To serve the remainder of Jim Hartman's five (5) year term, expiring December 31, 2021.

Special Visitors

Sanitary Sewer Engineer Dale Shope was present to review his recent study relative to the 10,000-gallon minimum billing threshold. He explained how apartment units are currently defined in the sewer ordinance and what ordinance language would need to be changed if apartments are to be billed as commercial units. Finally, he shared the ramifications of making any changes and how lowering the minimum gallon threshold would raise the sewer rates for residential properties.

Public Comment Period #1

- Mike Blauch, 81 Augusta Drive, Annville was in attendance to inquire about changing apartment units to a commercial designation. He expressed that he feels apartment units should be changed to commercial units and argued that all sewer billing should be done on a consumption basis versus the current flat rate basis.

Consent Calendar

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

- a. Approve the minutes of the February 26, 2019 Borough Council meeting.
- b. Approve payment of all bills listed on the February 2019 Bill's List.

*Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Carissa Mellinger. Motion passed.*

Action & Discussion Items

- a. Bid Award – 2019 Paving Projects:

*Motion: To authorize the Borough Manager to issue a Notice of Intent to award a contract to Pennsy Supply, Inc., 1 Clear Spring Rd, Annville, PA 17003 in the amount of \$457,362.60 for the milling, base repair, and paving of W. Maple Street (from S. Lingle Ave to S. Locust St), S. Horstick Avenue (from W. Main St to the Municipal Boundary), N. Chestnut Street (from Willow St to E. Spruce St). Motion by Jane Quairoli, second by Josh Holl. Motion passed.*

*Motion: To authorize the Borough Manager to issue a Notice of Intent to award a contract to Asphalt Maintenance Solutions LLC, 188 Jefferson Street, Emmaus, PA 18049 in the amount of \$89,831.82 for installation of a double application of Microsurface material on N. College Street (from W. Main St. to W. Broad St.), and on N. Locust Street (from W. Main St. to W. Broad St.). Motion by Jane Quairoli, second by Joe Templin. Motion passed.*

## Reports

- a. President's Report: President Shearer did not have a report.
- b. Financial Report:
  1. Financial Statement: Mr. Powl provided a copy of the February 2019 report.
  2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the February 2019 report.
- c. Fire Department: There was no report.
- d. Police Department: Chief Winters updated Council on the issue with the uniform pants. The department hopes to have a decision soon. He also reported that B Moyer Radio Communications is looking at what will be required to move the existing radio and laptop equipment from the existing un-marked patrol vehicle to the new SUV un-marked vehicle. The Chief also mentioned that he is planning to revise the monthly report to provide more information to Council on the types and trends of incidents in the Borough. His goal is to move completely away from the outdated DOS reporting program as soon as possible.
- e. Planning Commission - Subdivision & Land Development Plans: The Commission did not meet in March.
- f. Public Works Department:
  1. Superintendent's Monthly Report: Mr. Powl provided a copy of the February 2019 report.
  2. Borough Properties:
    - a. Municipal Building – 325 S. Railroad Street: There was nothing new to report.
    - b. Public Works Department – 910 E. Broad Street: Mr. Powl reported that the new boiler has been installed and the in-floor radiant heat is functional now. He also explained the Crew has fabricated a mobile metal welding table to increase their ability to perform welding tasks. Councilor Holl requested that, if not already in use, welding flash guards be utilized as a safety precaution.
    - c. Vacant Lot – 40 E. Front Street: There was nothing new to report.
  3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) - Ms. Pera mentioned that it is time for the Park Committee to meet again because the weather is changing and more requests to use Memorial Park are being received.
  4. Refuse & Recycling:
    - a. Mr. Powl reported that the refuse and recycling trucks have been posted for sale by public auction online at Municibid.com
    - b. Resolution #2019-08 – Sale or Disposal of Borough Owned Refuse/Recycling Dumpsters:

*Motion: To approve Resolution #2019-08, a resolution authorizing the sale or disposal of the Borough owned refuse & recycling dumpsters by any means necessary since the total value is deemed to be less than \$2,000. Motion by Jane Quairolì, second by Carissa Mellinger. Motion passed.*
  5. Sewer System:
    1. Broken Sewer Main – Federal Alley: Mr. Powl commented that this repair will need to be completed, but it may take an outside contractor's assistance due to the depth of the repair and the tightness of the alley.
    2. Main Pump Station – Back-up Mechanical Controls: The issue with no back-up mechanical controls is still being addressed. Work continues to resolve this issue.

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) – There was nothing new to report.
  - b. 223 S. Locust Street & PASD Injection Well: There was nothing new to report.
  - c. N. Duke Street & First National Bank (FNB) detention basin: Mr. Powl is being asked by FNB to convene a meeting with the bank, shopping center representatives, Jack Williams Tire, and Sheetz to discuss repairs. Mr. Powl indicated that the Borough has no responsibility for the repairs.
  - d. Southeast Park: There was nothing new to report.
  - e. S. Forge Road (between Cypress & Birch): There was nothing new to report.
7. Stormwater Management:
  - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: Mr. Powl stated that it is soon time for the contractor to return to finish the project.
  - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl sent a message to Mr. Wagner requesting an update on the possibility of pursuing this project.
  - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) There was nothing new to report.
  - d. Intersection of N. Chestnut Street & E. Spruce Street: There was nothing new to report.
  - e. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status: Mr. Powl commented that RETTEW is reviewing the letter received from DEP regarding the Borough's waiver request. DEP did not deny the waiver request but, is requesting additional information be provided by the Borough.
8. Street & Alley Maintenance: Mr. Powl reported that the Public Works Department continues to fill potholes as needed.
9. Traffic Signals: There was nothing new to report.
- g. Solicitor's Report: There was nothing to report.
- h. Zoning & Codes Enforcement:
  1. Zoning Officer/Codes Enforcement Officer Report: Mr. Powl provided a copy of the February 2019 report.
- i. Borough Manager's Report: Mr. Powl did not have anything new to report.

#### Other Business

- Councilor Miller mentioned that the overwhelming complaint he heard from residents while he was canvassing door-to-door for signatures was the conditions of the roads in the Borough.

#### Public Comment Period #2:

- Mike McNamara, 311 E. Cherry St, reported that his street lights are still out even after reporting them several weeks prior. He also asked when the Borough would be fixing the ruts and planting grass in the area between the curb & sidewalk in the areas the Borough damaged while installing the silt sock levy to prevent flooding while the project was ongoing.
- Mike Blauch, 81 Augusta Driver, Annville, requested a copy of Mr. Shope's memo that was provided to Borough Council. A copy was provided to him.

Announcement

Borough Council will conduct its next public meetings on Tuesday March 26, 2019, and Tuesday April 9, 2019 beginning at 7:00 p.m.

Motion to Adjourn

*Motion to adjourn the meeting by Jane Quairola, second by Don Barry. The meeting adjourned at 8:35 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager