

Palmyra Borough Council Meeting  
 Tuesday April 24, 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 Quairol, Mark Smith, and Joe Templin. Also in attendance were Mayor Fred Carpenter, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Chief Stan Jasinski was absent from the meeting.

Public Comment Period #1:

- Jim Edmondson, 435 N. Chestnut St, requested No Commercial Parking signs be placed on N. Chestnut Street by Memorial Park. He reported trucks parking on the streets. Council asked for the signs to be installed in this block.

Consent Calendar

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

- a. Approve the minutes of the April 10, 2018 Borough Council meeting.
- b. Approve the Treasurer’s Report for the period March 1 through March 31, 2018:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$552,420	\$396,532	\$225,568	\$663	\$1,726	\$226,662
YTD Expenses	\$554,288	\$225,017	\$197,260	\$18,675	\$788	\$1,566
Difference	\$(1,868)	\$171,515	\$28,308	\$(18,012)	\$938	\$225,096
Fund Balance	\$1,835,228	\$431,369	\$296,073	\$1,058,605	\$2,291,081	\$752,411

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund
YTD Revenue	\$3,387	\$114	\$3	\$200	\$25	\$107,012
YTD Expenses	\$0	\$9,168	\$0	\$0	\$0	\$73,692
Difference	\$3,387	\$(9,054)	\$3	\$200	\$25	\$33,320
Fund Balance	\$4,980	\$180,508	\$4,749	\$323,978	\$41,077	\$33,320

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

Action Items

- a. Ordinance #784 – Obstructions in the Public Street Rights-Of-Way: Mr. Powl asked if any changes were necessary prior to advertising the ordinance for action at the May 8, 2018 meeting. Council did not have any changes.

b. Personnel – Administration Department – Retain Full-Time Employee:

*Motion: To officially remove Michelle A. Bowman from probationary status effective May 2, 2018 and to retain her as a full-time employee for the Borough of Palmyra Administration Department as the Zoning/Codes Enforcement Officer. Motion by Mark Smith, second by Joe Templin. Motion passed by a 6-1 vote with Jane Quairola voting against the motion.*

c. Road Closure Request – 2018 PABA Truck Trek Event:

*Motion: To authorize the closure of West Cherry Street from S. Railroad Street to S. Columbus Street on Saturday May 12<sup>th</sup> from 8:00 AM – 6:30 PM for the PABA Truck Trek event. Motion by Mark Smith, second by Don Barry. Motion passed.*

Reports

a. President's Report: President Shearer did not have a report.

b. Library Report: Councilor Quairola provided a copy of the March report.

c. Police Department: Mayor Carpenter did not have a report.

d. Solicitor's Report: Solicitor Cleary

1. Settlement – Sale of 210 N. Forge Road:

*Motion: To authorize the Council President to execute the Addendum to the original sales Agreement to correct the source of title that was contained in the original Agreement signed in February 2018. Motion by Carissa Mellinger, second by Mark Smith. Motion passed by a 6-1 vote with Jane Quairola voting against the motion.*

e. Zoning Hearing Board: No hearings were conducted this month.

f. Borough Manager's Report:

1. 300 Block E. Cherry St / 100 Block S. Grant St Stormwater & Road Restoration Project: Mr. Powl reported that the street pipe & inlet work was completed and the contractor is now working on completing the outlet structures and piping in the basin. The only street pipe work remaining is part of the change order that was just approved to connect the new injection well in South Ave to the second new injection well on S. Harrison Street. Mr. Powl commented that the Borough Engineer believes the contractor may be able to complete the work by May 30, 2018 depending on the weather.
2. Municipal Building HVAC Re-Work: Mr. Powl stated that Haller Enterprises is scheduled to begin the work on the HVAC system on Thursday, April 26<sup>th</sup>.
3. New Public Works Garage Building Project: The contractor has been held up due to weather conditions. Mr. Powl believes they will begin staking out the project in the next week. Councilor Holl reported that he took a tour of the Public Works facilities on Saturday, April 21<sup>st</sup> and was very impressed with the work the public works crew completed on the old sewer administration building. He asked Mr. Powl to thank the crew for their efforts in saving the Borough renovation costs.
4. Pest Alert - Spotted Lantern Fly (SLF): Mr. Powl attended a required training seminar to become an instructor on the issues of the SLF. SLF is native to China, India and Vietnam, and has recently invaded the Korean peninsula. It is believed that SLF arrived in Pennsylvania via an imported load of stone from China that was delivered to the Bechtelsville, PA area. Bucks & Berks County are epicenter for this new invasion into the United States. The PA Department of Ag is hoping to contain and eliminate this new pest since it cannot fly very far and relies on "hitch-hiking" on vehicles, trucks, trains, etc. to expand their territory. SLF is in the stink bug family and is harmless to humans, other than the nuisance they create, and crops they damage. SLF is attracted to Ailanthis trees, or tree of heaven, which resembles sumac. SLF suck the sap out of the stems of Ailanthis trees, grape vines, hops, and other hard stone fruit trees, which

reduces the sugar levels to the fruit and renders the crop bitter and worthless. SLF also excrete tremendous amounts of urine, which dries to a hard glaze that is difficult to clean, and eventually turns into a dark moldy appearing residue with unknown health effects. Lebanon County has been included as one of the thirteen quarantined counties in southeastern Pennsylvania by the PA Department of Agriculture for the SLF because the Commonwealth is working to surround the affected area and stop the spread into surrounding counties. There have been no sightings of SLF in the Palmyra area but, there have been a few sightings in extreme eastern Lebanon County. If SLF is sighted, the bug should be killed, retained or photographed, and reported to the PA Department of Ag at [badbug@pa.gov](mailto:badbug@pa.gov) so that they can have an investigator confirm the sighting. Tips on helping to eradicate SLF can be found at [www.agriculture.pa.gov/spottedlanternfly](http://www.agriculture.pa.gov/spottedlanternfly) and [www.extension.psu.edu/spotted-laternfly](http://www.extension.psu.edu/spotted-laternfly). Information has also been placed on the Borough website and in the lobby of the municipal building.

5. Capital Loan Debt Refinancing: Mr. Powl researched refinancing options for the Borough's two outstanding loan balances. His intention was to determine if there would be an annual cost savings while maintaining the same repayment time frame. Jonestown Bank could not offer any better loan terms than what the Borough currently holds with JBT. Brad Remig, PFM Financial Advisors LLC, ran two options for a bond refinance that would combine the Borough's two bank loans into one municipal bond issue, which revealed different savings choices. The first option would put all the annual savings into the first couple of years of the repayment term. The second option would spread the annual savings of approximately \$20,000 per year over the entire term. Council considered the options and asked Mr. Powl to begin discussions with Mr. Remig on the second option.
6. Mr. Powl informed Council that no progress has been made on the stormwater project at Ridge Road Park. He floated the idea of writing a letter to Michele Buck, President/CEO of The Hershey Company to outline the issues the Borough is facing with the project. There is a possibility that she is unaware of the project, the problems, and the negative impact losing the Growing Greener grant will have on the Borough. Council agreed that a letter is a good idea and would like the letter to go out under the signature of all members of Council.

#### Communications

- President Shearer read a letter from a resident complaining that her son's car received a parking ticket for distance from the curb when he was parked beside a snow bank and the snow subsequently melted.

#### Other Business

- Councilor Quairola announced the PAHA Craft Show on Saturday June 9<sup>th</sup> at the First United Methodist Church.
- Councilor Holl announced that he and Councilor Barry took a tour of the Borough on Saturday, April 21<sup>st</sup> and thanked Ms. Pera for her time in showing them around.

#### Public Comment Period #2

There was no public comment.

#### Announcement

President Shearer announced that Borough Council will conduct a public meeting on Tuesday, May 8, 2018 and on Tuesday, May 22, 2018 beginning at 7:00 PM.

#### Motion to Adjourn

*Motion to adjourn by Jane Quairola, second by Mark Smith. The meeting adjourned at 8:47 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager