

Palmyra Borough Council Meeting
Tuesday, April 9, 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.

Public Comment Period #1

- Maria Wilke, 25 S. Center St., informed Council that there is a no parking sign in front of her home that impedes access to her front door for her handicapped mother. Council asked Mr. Powl to investigate the issue to determine if the sign can be re-located.

Consent Calendar

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

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

Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Tom Miller. Motion passed.

Action & Discussion Items

- a. Ordinance #792 – Amend Chapter 310 (Stormwater Management Ordinance):

Motion: To authorize the Borough Solicitor to advertise Ordinance #792, an ordinance revising regulations governing the maintenance of existing stormwater management facilities. Motion by Jane Quairoli, second by Don Barry. Motion passed.

- b. Resolution #2019-09 – Lebanon County Hazard Mitigation Plan:

Motion: To approve Resolution #2019-09, a resolution adopting the 2018 Lebanon County Hazard Mitigation Plan as the designated Hazard Mitigation Plan for the Borough of Palmyra as required by Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) with amendments to replace Palmyra Township to Palmyra Borough in the Hazard Mitigation Plan. Motion by Jane Quairoli, second by Carissa Mellinger. Motion passed.

Reports

- a. President's Report: President Shearer informed Council that she would not be present at the April 23rd meeting.
- b. Financial Report:
 1. Financial Statement: Mr. Powl provided a copy of the March 2019 report.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the March 2019 report.

- c. Fire Department: Chief Dugan commented that an updated apparatus plan has been completed and will be presented to the Fire Services Commission meeting in May. He also reported that the new tower truck has been delivered to a Seagrave dealership in New Holland, PA months ahead of schedule. The fire department is applying for a low interest loan through PEMA for the outstanding balance left once other funding has been acquired. He also reported that parts have finally been manufactured to repair the existing tower truck, which has been out of service since the beginning of the year. He is hoping that having the truck repaired and back in service will generate more interest from prospective buyers for the old truck since money from the sale of the old truck is needed to help pay for the new truck.
- d. Police Department: Chief Winters updated Council on the following:
- Civil Service testing is scheduled for June 16th.
 - Officer Shoemaker is scheduled to attend bike patrol training in June.
 - Chief Winters is still investigating a crime mapping program and will provide a demo if possible.
 - Chief Winters is scheduled to attend the Emergency Service Unit (ESU) meeting.
 - Chief Reigle of South Londonderry Township has invited the Borough to participate in the National Night Out program in August.
 - Chief Winters is researching adding part-time officers to the payroll to fill schedule gaps.

Mayor Carpenter asked to go on record by announcing that the Borough has hired an excellent Chief of Police.

- e. Planning Commission - Subdivision & Land Development Plans: The Commission did not meet this month.
- f. Public Works Department: Borough Manager Powl
1. Superintendent's Monthly Report: Mr. Powl provided a copy of the March 2019 report.
 2. Borough Properties: Mr. Powl did not have anything to report.
 - a. Municipal Building – 325 S. Railroad Street:
 - b. Public Works Department – 910 E. Broad Street
 - c. Vacant Lot – 40 E. Front Street:
 3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) Ms. Pera informed Council that a request to hold a car show fundraising event was received. After discussion about the event, Council agreed that the park is not the best venue for a car show which will include food trucks. Additionally, the event will require a certificate of insurance for \$1,000,000.
 4. Refuse & Recycling: Mr. Powl announced the outcome of the sale of the refuse/recycling equipment. He informed Council that the #12 truck was picked up by the buyer today.
 - a. Truck Sale Results: (\$145-\$150,000 Estimated - \$202,500 Actual)
 - #12 (Refuse) 2002 Mack = \$26,500 – Coopersburg Kenworth, Coopersburg, PA
 - #19 (Recycle) 2011 Mack = \$86,600 – Whitetail Disposal, Frederick, PA
 - #14 (Refuse) 2013 Mack = \$90,300 – Whitetail Disposal, Frederick, PA
 - b. Dumpsters: Mr. Powl informed Council that Waste Management is going to accept our dumpsters, and he is working on the requirements for that transaction. He also explained that the newer dumpsters remaining at the Public Works Garage will likely be sold to one of the individuals who was bidding on the refuse & recycle trucks.
 5. Sewer System:
 - a. Broken Sewer Main – Federal Alley: Mr. Powl indicated that the Public Works crew is still watching this sewer line.
 - b. Main Pump Station – Back-up Mechanical Controls: Mr. Powl had nothing new to report.

- c. Flowmeter – Pump Station #3: Mr. Powl reported that a meter chamber pit will need to be installed downstream from the pump station to install the flow meter since the pumps at the station are variable speed. Mr. Powl explained that the Public Works crew believes they will be able to perform this work.
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) This project is to begin in the next couple of weeks. The PA1 Call was placed. The alley will also be marked to determine the right-of-way.
 - b. 223 S. Locust Street & PASD Injection Well: There is nothing new to report.
 - c. N. Duke Street & First National Bank detention basin: An invitation to meet was mailed to all parties that contribute stormwater run-off to the bank's detention basin. Only Sheetz responded to the invitation to this point. The meeting will be held on Wednesday April 10th at the Borough building. The Borough Solicitor and Borough Engineer are planning to attend.
 - d. Southeast Park: Mr. Powl reported that the excavator, Jack Custer, advised against installing a bentonite liner over the sinkhole repair area because it could make it more difficult to repair in the future if additional sinkholes develop in this area. He recommended a finish grade to the area, and possible concrete extension of the basin spillway to finish the repair project.
 - e. S. Forge Road (between Cypress & Birch): Mr. Powl reported that the area is starting to sink again. PennDOT has been responding to make repairs as needed to keep their right of way open and passable to traffic.
 7. Stormwater Management:
 - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: Mr. Powl reported that a meeting with the contractor and Borough Engineer is scheduled on April 10th to develop a punch list of items that need to be finished to close out the project.
 - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl spoke with Mr. Wagner, owner of ShadowStone, regarding the Ridge Road stormwater project and seems to be talking to an individual at the Hershey Company who is listening to his request.
 - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) Mr. Powl reported that this project will be next after the Franklin Street sinkhole repair project is complete. The goal is to finish these projects now that the weather is improving.
 - d. Intersection of N. Chestnut Street & E. Spruce Street: The Public Works crew has installed the stormwater inlets and piping to drain the intersection into the detention basin at Memorial Park. They have also installed new curbing at 105 E. Spruce Street because it has been missing since the sinkhole event in 2007 and it was needed to prepare the street for restoration, final paving, and to permanently plug Injection Well #1. The homeowner will be notified to replace the missing portion of sidewalk along N. Chestnut Street or the Borough will install it and lien the property for the cost of both the sidewalk and new curbing.
 - e. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status: A meeting with DEP has been scheduled for April 23rd at 10 AM.

8. Street & Alley Maintenance: Mr. Powl has signed the contracts with AMS and Pennsy for the microsurfacing and paving jobs respectively. The contractors would like to begin prep work for the jobs in the next couple of weeks.
 9. Traffic Signals: There was nothing to report.
- g. Solicitor's Report: Solicitor Cleary
1. Questions Concerning Recreational Marijuana – Mr. Powl provided a copy of a letter dated March 30, 2018 from the Solicitor that advised them that it is best to wait and see what direction the state takes on the recreational marijuana issue before passing an ordinance. Council agreed to wait.
- h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the March 2019 report.
- i. Borough Manager's Report: Mr. Powl did not have anything else to report.

Other Business

- Councilor Quairoli announced that the Memorial Day Parade will be held on May 27th. She asked Council to get back to her if they plan to ride in the parade and/or need a car. Mr. Powl asked if the parade route would still pass Interfaith Manor and turn down Maple Street, and Ms. Quairoli said she believed the parade was planned to go straight down Cherry Street this year but, she will verify so that the motion for approval of the parade can be prepared properly for the next meeting agenda.
- Councilor Holl commented that he attended the School Board meeting regarding the artificial turf field project. He indicated there were notes from the meeting on the School District website.

Public Comment Period #2

There were no public comments.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, April 23, 2019 and Tuesday, May 14, 2019 beginning at 7:00 p.m.PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairoli, second by Josh Holl. The meeting adjourned at 8:09 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager