

Palmyra Borough Council Meeting
Tuesday May 14, 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, 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. Carissa Mellinger was absent from the meeting.

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

- Barry Shellenhamer, 228 E. Cherry St., inquired about the Plum Alley sinkhole and whether the alley will be paved.

Consent Calendar

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

- a. Approve the minutes of the April 23, 2019 Borough Council meeting.
- b. Approve payment of all bills listed on the April 2019 Bill's List.

Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Don Barry. Motion passed.

Action & Discussion Items

- a. Road Closure Request – Mark Homisak Reunion of Friends & Family:

Motion: To authorize the closure of South Franklin Street from East Cherry Street to South Ave on Saturday June 8, 2019 from 11:00 AM – 8:00 PM for friends and family of Mark Homisak to hold a reunion event at Heritage Park. 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 April 2019 report.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the April 2019 report.
- c. Fire Department: Councilor Holl reported that the fire company is finalizing the financing for the new tower truck so that it can be delivered. Mr. Powl reported that the Fire Services Commission met in May and reviewed the apparatus plan as well as ideas for recruitment and retention of volunteers.
- d. Police Department: Chief Winters reported that 19 applications have been received for the Patrol Officer vacancy test. The Chief will be participating in the Police Memorial Event scheduled for May 15th. The department will be participating in the aggressive driving program. The Chief also announced changes to the Police Department website.

Chief Winters asked Council if they would have an issue with him continuing to teach at the Reading Police Academy twice a year during the evening. He would like to keep his association with the academy which will allow him to retain his instructor credentials. Council agreed that Chief Winters may continue teaching.

Mayor Carpenter advised Council that new legislation is being introduced to ban grass from being blown onto the streets/roads while mowing because it is dangerous for motorcycles and clogs storm drains.

- 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 April 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: There was nothing new to report.
 - c. Vacant Lot – 40 E. Front Street: There was nothing new to report.

Mr. Powl added the following to the agenda because these are lots owned by the Borough:

- d. Vacant Lot – Northeast corner of the intersection of N. Lingle Ave and W. Main Street: Mr. Powl explained that there had been discussion in the past about developing this lot into a gateway entrance park for the Borough. Those discussions were put on hold while the issue of the possible cell tower was decided. Since there is no longer a possibility of a cell tower, and with the money entrusted to the Palmyra Garden Club for park beautification being available, it may be a good time to revisit what could be done to improve this lot.
 - e. Vacant Lot (Shaffer-Erb Tract) – south side 900 Block East Cherry Street:
- 3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) Ms. Pera provided an update on the renovations currently underway at Memorial Park. The interior of the pavilion is being painted, LED security lighting has been installed on the ends of the band shell and pavilion, new kitchen soffit lights installation has started, and new fascia has been installed on the bandshell. Ms. Pera also reported that she will be submitting a request to the Garden Club to furnish picnic tables for the pavilion, she will also be getting a quote for painting the exterior of the band shell and pavilion, and she is in the process of having the security cameras activated and installed.
 - 4. Refuse & Recycling: Mr. Powl reported that 1.3 tons of white goods were collected in April.
 - 5. Sewer System:
 - a. Broken Sewer Main – Federal Alley: The Public Works crew continues to monitor this sewer line until repairs can be made.
 - b. Main Pump Station – Back-up Mechanical Controls: Mr. Powl indicated that the Public Works crew needs to run conduit from the wet well area to the control room prior to the back-up controls being installed.
 - c. Flowmeter – Pump Station #3: This project is still on the To-Do list.
 - 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): The Public Works crew installed inlets and piping to Arch Street. They will cross Arch Street and continue working south to North Ave, and along North Ave to N. Franklin Street.
 - b. 223 S. Locust Street & PASD Injection Well: Outside of rumors, Mr. Powl has heard nothing regarding the school district's plan to replace the failed injection well.

- c. N. Duke Street @ First National Bank detention basin: Mr. Powl reported that the repair schedule shared with the Borough from First National Bank for this project is already a month behind. He does not believe the remediation will be finished by July as scheduled and is expecting it to be more towards September.
 - d. S. Forge Road (between Cypress & Birch): There is nothing new to report.
 - e. S. Green Street (Injection Well #6): Mr. Powl updated Council that the injection well at the southwest corner of S. Green Street and E. Main Street is only about 8.5-feet deep and continues to cause sinkholes in that area. The Borough hired a well-driller to look for a new location for this well. The driller found a void at 140-feet which should allow the shallow well to be abandoned in favor of the new deeper well. A water test will be conducted on the new well tomorrow to determine if it has the capacity necessary to serve as the new injection well.
7. Stormwater Management:
- a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: Mr. Powl reported that the basin is not draining properly. The engineers will be addressing issues with the basin.
 - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) – Mr. Powl stated that the Borough can close out the first \$50,000 Growing Greener grant for the design of the stormwater facility if the school district and Mr. Wagner of ShadowStone sign the DEP landowner agreement. The agreement was sent to both. The school district forwarded the agreement to their solicitor, who feels items need to be added to the document prior to the school district signing. The Borough Solicitor does not believe the request will upend the progress. Mr. Powl is waiting to hear from DEP if the changes proposed to the agreement are acceptable to DEP. Mr. Powl will send a one-year grant extension request letter to DEP for the \$367,000 construction grant.
 - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St)
 - d. Intersection of N. Chestnut Street & E. Spruce Street: This project is now complete since the final paving was placed along N. Chestnut St. The storm water inlets now take water to the basin at Memorial Park. Mr. Powl indicated that he observed no water ponding in the intersection area during the last storm event, and he credited Superintendent Plouse and Assistant Superintendent Seesholtz for designing and installing the new system without the need to consult engineers.
 - e. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status: Borough staff, RETTEW, and representatives from DEP will be walking the Borough's stormwater outfall locations on Monday, May 20th.
8. Street & Alley Maintenance:
- a. 2018 & 2019 Paving Project Status: All work is complete except E. Hazel Street which is waiting for UGI to finish replacing their main gas line.
 - b. 2019 Microsurfacing Project Status: The contractor is gearing up to get started on base repair prior to starting the microsurfacing.
9. Traffic Signals: Mr. Powl has been working with PennDOT and the Borough Engineer concerning adding a temporary left turn signal arrow for southbound traffic on Forge Road at the Main Street and Forge Road traffic signal to help alleviate any backlog of traffic since North Duke Street was closed due to a sinkhole.
- g. Solicitor's Report: Solicitor Cleary
1. Ordinance #793 – Public Dedication of Portions of E. Arch Street & N. Duke Street: The Borough Solicitor will advertise the ordinance, so it is ready for action at the May 28th meeting.

h. Zoning & Codes Enforcement:

1. Zoning Officer/Codes Enforcement Officer Report: Mr. Powl provided a copy of the April report.
2. Zoning Hearing Board: There are four hearings scheduled for Monday May 20th at 5:30 PM. Council discussed the applications and decided to allow the Zoning Hearing Board to make
 - 400 E. Oak Street – Melanie Ting:
 - Seeking a Variance of Section 380-76.B(1) (Maximum Fence Heights) to allow for a 4' high fence in a front yard area when 3' is the maximum height permitted.
 - 500 E. Oak Street – Alan & Kim Sechman:
 - Seeking a Variance of Table 380-14.G (Design Requirements within LDR District) to allow a maximum impervious coverage of 42% when 35% is the maximum permitted coverage.
 - 42 S. Lingle Ave – Bonnie Woolever:
 - Seeking a Variance of Section 380-28.B (Driveway Setbacks) to allow a driveway to be 18' from an intersecting street when 40' is required, and, 2' from a property line when 5' is required.
 - Seeking a Variance of Section 380-38.I (Schedule of Required Parking Spaces) to allow (2) off-street parking spaces per unit when (3) are required, or, in lieu thereof, approval of Section 380.38.G to allow the required off-street parking spaces to be located on a separately deeded property,
 - 230 N. College Street & 229 N. Railroad Street – Palmyra Bologna Company:
 - Seeking a Variance of Section 380-21.E (Minimum Setback Requirements) to allow for a 2' side-yard setback and 1' rear-yard setback when 10' side and rear-yard setbacks are required.
 - Seeking a Variance of Section 380-21.L (Screening) to allow for the elimination visual screening along perimeter with adjoining lands.
 - Seeking a Variance of Section 380-21.M (Landscaping) to allow for the elimination of the required 10' landscape strip at property lines.
 - Seeking a Variance of Section 380-18.B (Uses Permitted By Right) to allow "Industrial Storage" as a permitted use for the "wood storage building" on the adjacent property located within the Mixed-Use (MU) District.
 - Seeking a Variance of Section 380-18.E (Area & Design Requirements) to allow for a 0' side-yard setback and a rear-yard setback of 5 when 5' and 40' are required, respectively.
 - Seeking a Variance of Section 380-18.G (Off Street Loading) to allow on-street (shoulder) loading be permitted on Federal Alley when off-street loading is required.
 - Seeking a Special Exception pursuant to Section 380-127.C (Non-Conforming Setbacks) in lieu of granting the Variance to Section 380-21.E, to allow extension of the existing rear 3'4" setbacks from 96' to 108'4", extension of the existing 2' south side setback from 90' to 118', and extension of the existing 4'8" north side setback from 120' to 127'.

Borough Council did not wish to take a position on any of the applications.

i. Borough Manager's Report:

1. New Leaf Vacuum Truck – Hydraulic Issue Status: Mr. Powl reported that Old Dominion Brush (ODB) advertises that they are a PA COSTARS dealer, but Dept of General Services says they are no longer an approved COSTARS dealer. Therefore, the Dept. of General Services cannot help the Borough with the issues. However, ODB will be transporting the vacuum truck to one of their authorized maintenance shops in New Jersey for warranty repair.
2. Underground Fuel Storage Tank Removal (for back-up generator) – 910 E. Broad Street: Mr. Powl informed Council that because of a required recent DEP inspection, a fuel delivery halt has been issued by DEP on the existing underground 2,500-gallon fuel tank for the back-up generator until it is upgraded to meet new underground storage tank laws. The Public Works crew has been planning to unearth the underground fuel tank and install a new above ground tank so that there is no need to continue to maintain and register the tank with DEP. However, DEP will

not allow the work to be completed by the Borough Crew unless being supervised by a certified DEP Underground Storage Tank (UST) removal firm. DEP is requiring the Borough to have a contract signed by May 16th with a certified UST removal firm for the removal of the existing tank. The plan is to replace the tank with an above ground 2000-gallon tank that should provide 3-4 days of continuous run time. The existing tank cannot be repurposed as an above ground tank because it is not structurally strong enough without the soil being packed around it.

3. Mr. Powl shared a request from the property owners at 53 E. Poplar Street about their sidewalk along N. Chestnut Street. The sidewalk is starting to slide down the incline. The property owner would like to remove the sidewalk and not replace it because it leads to no other sidewalk and serves minimal purpose due to the location of the property.

Motion: To grant the property owner at 53 E. Poplar Street relief from the requirements of Section 314-1 & 314-2 of the Code of Ordinances of the Borough of Palmyra to allow the property owner to remove and not replace the sidewalk along the east side of the property known as North Chestnut Street. Motion by Jane Quairoli, second by Tom Miller. Motion passed.

Communications

- a. Letter dated April 29, 2019 from South Londonderry Township regarding field reservation issues between PARPC and the Lebanon Valley Soccer Club at Campbelltown Park.
- b. Letter dated May 8, 2019 from PARPC in response to South Londonderry Township's letter dated April 29, 2019.

Councilor Quairoli commented that six of the seven PARPC Commissioners support the PARPC Director and the letter that was sent on behalf of the Commission.

Other Business

- Councilor Barry shared his concern for solicitors that were recently in his neighborhood where one person would be at the front door and another person would be at the side door. He cautioned folks to be careful of a white vehicle with New York license plates in their neighborhoods.
- Councilor Quairoli announced that the Memorial Day parade would be held on May 27th beginning at 9:00 AM.

Public Comment Period #2

There were no public comments.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, May 28, 2019, and Tuesday, June 11, 2019 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairoli, second by Joe Templin. The meeting adjourned at 8:14 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager