

Palmyra Borough Council Meeting  
Tuesday January 9, 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 Brian Craig, Carissa Mellinger, Jane Quairoli, Mark Smith, and Joe Templin. Also in attendance were Mayor Fred Carpenter, Police Chief Stan Jasinski, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Josh Holl was absent from the meeting.

Public Comments

- Bill Logan, 323/325 E. Cherry Street, read the following into the minutes:

Dear Ladies and Gentlemen,

I have owned the property located at 323 and 325 East Cherry Street as an investment since 1991 and have systematically, over those years, sought to both maintain and improve the property, both inside and out. During that time I have done the usual replacements of items that have worn out or become obsolete, but have additionally sought to make significant improvements to enhance both the value of the property and to keep it an attractive place for present and future tenants to reside. In addition to installing vinyl siding, spouting, new roofing, and a modern fence around the perimeter, I have also improved the garage to provide for a safe and comfortable workplace for me to park and maintain my antique automobiles and motorcycles.

You may or may not be aware of the difficulties that I have experienced in the last four years - not due entirely to the large sinkhole problem as you might assume. But rather, as a result of the slipshod workmanship of the most recent paving project completed on Cherry Street four years ago. At that time I was concerned enough to write a letter to Mr. Roger Powl noting my concerns about possible flooding of my basement due to the huge and totally unnecessary crown added to the road surface in our block. While, thankfully, my basement has remained dry, the re-faced road surface has caused unprecedented flooding of the "unnamed alley" directly to the west of my property. During torrential rainfalls, this alley literally becomes a small river, providing an unusual playground for the neighborhood kids to experience wading knee-deep in a flowing stream ... in the middle of town! While it can be enjoyable for the kids, unfortunately this newfound (as of 2014) massive flow of water must have somewhere to go. These past few years that has been directly into my renovated garage/workshop. By showing the aftermath of these floodings to Mr. Powl, I have attempted to keep the subject on the Borough's agenda, so to speak. Although it has taken quite a long time, I am quite pleased that the admittedly large project to provide a total solution to the sinkhole/water drainage problem is finally underway. The workmen have been gracious in answering my occasional questions, and my tenants are to be commended for their patience in having their neighborhood and, especially, their parking upended indefinitely.

However, I now find that another problem has arisen. The massive digging of the alley to provide for the drainage pipes to take the water flow from Cherry Street to the newly dug injection well near the intersection of the two alleys has caused portions of the alley itself to sink. Several weeks ago, I began to notice the macadam alley surface beginning to recede from the garage wall, providing a noticeable crack in several places - most significantly near the entrance door. When I mentioned this to Mr. Powl last week at the council reorganization meeting, he assured me that re-paving the entire alley - up to the garage wall - was on the agenda for the overall project. While this was very reassuring, I now have noted that the movement caused by this disruption of the alley and its foundation has begun to affect the actual structure of my garage. While admittedly minor, I can no longer open and close the entrance door to my garage. I noted that, over the past several weeks and months (since the beginning of the excavating), that the door began to get tighter and tighter. It has now become unusable. While I can get by temporarily using other entrances to the garage, it is my hope that the council will deem it proper to consider

eventually repairing any damage that this excavating has now caused and may continue to cause to my property.

Mr. Powl told Council that he will have the Borough engineer look at the building structure.

- Bill Zeiders, 333 E. Main Street, complained that he has holes in his yard from the injection wells. He also requested a stop signs on North Forge Rd at East Arch Streets.
- Don Barry, 711 N. Grant Street, informed Council that he has a resume to submit for the Council vacancy.

#### Consent Calendar

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

- a. Approve the minutes of the December 26, 2017 Borough Council meeting.
- b. Approve the minutes of the January 2, 2018 Borough Council Re-Organization meeting.
- c. Approve payment of all bills listed on the December 2017 Bill's List.

*Motion: To approve the consent calendar minus the December 2017 Bill's List. Motion by Jane Quairoli, second by Mark Smith. Motion passed.*

#### Action & Discussion Items

- a. Council Vacancy: The following three individuals expressed their interest to fill the vacancy on Borough Council:

- Don Barry, 711 N. Grant Street
- Bill Zeiders, 333 E. Main Street
- Gary Laudermilch, 30 W. Ridge Road

Borough Council interviewed the candidates in the same order. After the interviews, President Shearer called for nominations.

Carissa Mellinger nominated Don Barry  
Jane Quairoli nominated Gary Laudermilch

President Shearer called for a roll call vote on the nominations in the order they were received.

*Motion: To approve Resolution 2018-16 appointing Donald E. Barry, Jr. to serve the remainder of the term vacated by Brian C. Craig, as a member of Borough Council until the first Monday in January 2020. Motion by Mark Smith, second by Beth Shearer.*

<i>Carissa Mellinger</i>	-	<i>Yes</i>
<i>Jane Quairoli</i>	-	<i>No</i>
<i>Beth Shearer</i>	-	<i>Yes</i>
<i>Mark Smith</i>	-	<i>Yes</i>
<i>Joe Templin</i>	-	<i>Yes</i>

*The motion was approved by a 4-1 vote with Jane Quairoli voting against the motion.*

- b. Resolution #2018-15 – Appoint Planning Commission Member:

*Motion: To approve Resolution #2018-15, appointing Eric P. Hoy as a member of the Palmyra Planning Commission, who shall serve the remainder of the (4) four-year term vacated by Gretchen Van Scyoc, expiring December 31, 2019. Motion by Mark Smith, second by Joe Templin. Motion passed.*

c. Ordinance #783 - Motor Vehicles & Traffic - Parking Regulations Update:

*Motion:* To authorize the Borough Solicitor to prepare and advertise Ordinance #783, an ordinance updating the following parking regulations:

- Section 350-26 (Special Purpose Parking Zones):
  1. Add – 24 S. Locust Street – West side – Parking for Handicap
  2. Add – 137 N. Chestnut Street – West side – Parking for Handicap
  3. Add – 257 N. Railroad Street – West side – Parking for Handicap
  4. Add – 617 N. Railroad Street – West side – Parking for Handicap
  5. Add – 320 N. Railroad Street – East side – Parking for Handicap
  6. Remove – 36 N. Chestnut Street – East side – Parking for Handicap
  7. Remove – 108 N. Harrison Street – East side – Parking for Handicap

*Motion by Jane Quairola, second by Mark Smith. Motion passed.*

Reports

- a. President's Report: President Shearer did not have a report.
- b. Financial Report:
  1. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the December 2017 report.
- c. Fire Department: Andy Braden reported that the Fire Department had 551 incidents in 2017, with 76 of those overlapping. The volunteers spent 3015 hours 30 minutes in training and 3852 hours of general activity. He also reported that the old firehouse at 21 N. College St is under a tentative sales agreement.
- d. Police Department: Chief Jasinski reported that the Civil Service Commission approved the Annual Report and the steps for the hiring of a new officer.
- e. Planning Commission - Subdivision & Land Development Plans: Mr. Powl apprised Council that the following plan is before the Commission for 960 E. Main Street, which is Lot #3 of the Member's 1<sup>st</sup> subdivision, which is located between Member's 1<sup>st</sup> and the Palmyra Animal Clinic:
  1. Mavis Discount Tire (Goddard Development Partners, LLC) – Final Land Development Plan:
- f. Public Works Department:
  1. Superintendent's Monthly Report: Mr. Powl provided a copy of the December 2017 report.
  2. Borough Properties: (Municipal Building, Public Works Garage, former Wastewater Treatment Plant)
    - a. Municipal Building: Mr. Powl reported that the Borough office didn't have heat on Monday, January 8<sup>th</sup>. Mr. Powl placed a call to Haller for assistance and the service representative determined that the traps in the condensation drains located in the attic froze and kept shutting down the heating units. Haller forwarded an estimate to wrap the condensation drain line and traps with heat tape. The estimate was \$4,360. Mr. Powl and Public Works Superintendent Plouse, worked together to resolve the problem saving the Borough \$4,360.
    - b. 910 E. Broad Street: The public works crew is preparing to raze the EMA building in preparation for the new building. After some discussion, Council agreed that the building should be removed and scrapped. Mr. Powl also reported that the Borough is waiting for Met-Ed to remove a transformer and utility pole located at the EMA building.
    - c. 40 E. Front Street: There was nothing new to report.

3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park)
  - a. DCNR Grant - Memorial Park Project Update: Ms. Pera reported that the final payment request for the DCNR grant was made in December. The request was approved and final payment should be received in 4-6 weeks.
  - b. Memorial Park Field Lighting: Mr. Powl and Ms. Pera met with the Musco Lighting representatives on January 3<sup>rd</sup> to discuss how much lower the project costs would be if the Borough installed the lighting and other facets of Musco Lighting with its own forces. There are two lighting options available, LED lighting and HID lighting. The LED option is more expensive, but the product has a 25-year warranty. The HID lighting will reduce the costs even more, but the product only has a 10-year warranty and uses more energy. Mr. Powl explained that the Lebanon Middle School has Musco HID lights as a reference. Mr. Powl also explained that Musco explained that either of the lighting options would use far less energy if driven by a 480-volt/3-phase electrical power supply. Mr. Powl will reach out to Met-Ed engineers to determine the current power supply at Memorial Park, and an approximate cost to upgrade to a 480-volt/3-phase service if it does not already exist.
4. Refuse & Recycling: Mr. Powl reminded Council that a new Palmyra Borough representative is needed to serve on the GLRA Board to replace Brian Craig. The representative must either live or work within the municipal boundaries of the Borough.
5. Sewer System: Mr. Powl reported that the Borough Engineer is reviewing the Borough's sewer technical specifications book that was developed by the Borough's former Sanitary Sewer Engineer Gannett-Fleming. The specifications book is out of date and exists separately from the Borough of Palmyra Code of Ordinances. Mr. Powl explained that Rettew feels the spec book language can be pared down, and a detail drawing created, so that it can be incorporated into the Borough's sewer ordinance so that it is easily referenced by developers and contractors as part of the Code of Ordinances, which is readily available online via the Borough's website.
6. Sinkholes: Mr. Powl had 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 reported work on the detention basin continues.
  - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl stated that the Borough Solicitor has been in contact with the Palmyra Area School District (PASD) Solicitor concerning the wetland project. According to the Borough Solicitor, everyone agrees that The Hershey Company does not have any claim to the wetland area, but the PASD Solicitor is advising the School Board to get a letter from The Hershey Company stating they will not bring a lawsuit if the PASD allows the Borough to proceed with the storm water project. Efforts are being made to determine who the Hershey Company is using for legal representation so that a meeting of the attorneys could be arranged to resolve this issue and allow the project to move forward. Council asked Mr. Powl to provide copies of the stormwater phasing plan so that they can begin thinking about what areas should be focused on next should the Phase A project die.
  - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) There was nothing new to report.
  - d. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status: There was nothing new to report.
8. Street & Alley Maintenance: Mr. Powl did not have anything to report.

9. Traffic Signals: Mr. Powl stated that there is a problem with the pedestrian push buttons at the Forge & Main and Duke & Main signals that is being analyzed by C.M. High Associates technicians.
- g. Recreation Commission Report: Councilor Quairolì did not have a report, but offered to forward it to Council when completed by the PARPC Director.
- h. Solicitor's Report: Solicitor Cleary
  1. Act 172 – Volunteer Firefighter Tax Relief Ordinance: Chief Dugan reports only (9) members live in the Borough and own property that would benefit from Act 172. President Shearer asked to table this discussion until the January 23<sup>rd</sup> meeting.
  2. 210 N. Forge Rd Settlement: Mr. Powl indicated that the Solicitor Cleary is working with the purchaser's attorney to finalize the settlement agreement and documents. The Borough may occupy the property until the end of April.
- i. Zoning & Codes Enforcement:
  1. Zoning Officer/Codes Enforcement Officer Report: Mr. Powl provided a copy of the December 2017 report and the 2017 Annual Zoning & Property Maintenance Report
  2. Zoning Hearing Board: There are no hearings scheduled for Monday January 22<sup>nd</sup>. Mr. Powl reminded Council that they still need to find a regular member and alternate member for the board.
- j. Borough Manager's Report: Mr. Powl did not have anything new to report.

#### Other Business

- President Shearer reported that she provided an updated Palmyra contact list for the Dauphin/Lebanon Borough's Association.

#### Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, January 23, 2018, and Tuesday, February 13, 2018 beginning at 7:00 PM.

#### Motion to Adjourn

*Motion to adjourn by Jane Quairolì, second by Mark Smith. The meeting adjourned at 8:57 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager