

Palmyra Borough Council Meeting
Tuesday October 8, 2019
7:00 PM

Borough Council Vice President 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, Jane Quairoli, Jim Tesche, and Joe Templin. Also, in attendance Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Mayor Fred Carpenter and Police Chief Andrew Winters. Beth Shearer was absent from the meeting.

Special Visitor

Brian Craig, former Borough Council member and current Lebanon County Register of Wills was in attendance to present a US Flag to Borough Council. The flag was flown during his recent deployment to the Middle East. Mr. Craig commented that while he was protecting Palmyra, Syria, he received a flag for Palmyra, Pennsylvania. The Mayor accepted the flag on behalf of the Borough.

Public Comment Period #1

- Bill & Mollie Bering, 60 Black Oak Road, Lebanon, PA, were in attendance to support short term rentals (Air BnB's) in the Borough.
- Roxanna Usher, 333 E. Broad Street, introduced herself as the coordinator for the November 16th holiday parade and asked if any Council members intended to participate. Tom Miller, Jane Quairoli, Fred Carpenter, and Jim Tesche will participate.

Consent Calendar

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

- a. Approve the minutes of the September 24, 2019 Borough Council meeting.
- b. Approve payment of all bills listed on the September 2019 Bill's List.

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

Action & Discussion Items

- a. Resolution #2019-17 – Appoint Member to Borough Council:

Motion: To approve Resolution #2019-17, a resolution appointing James D. Tesche, 645 E. Cherry Street as a member of Borough Council to serve the remainder of the term vacated by the resignation of Carissa Mellinger, expiring the first Monday in January 2022. Motion by Joe Templin, second by Josh Holl. Motion passed.

- b. Ordinance #797 – Amend Chapter 277 (Rental Property): Council discussed the rental ordinance prepared by the Borough Solicitor. Council's consensus was to omit #2 and #3 of the findings listed in Section 277-2: Purpose and Scope. Council also requested the addition of landlord request for inspection under Section 277-11.

Motion: To authorize the Borough Solicitor to advertise Ordinance #797, an ordinance to restate and revise regulations governing residential rental units located within the Borough with the changes noted. Motion by Jane Quairoli, second by Tom Miller. Motion passed.

- c. Airbnb (Short Term Rentals) – Council revisited the discussion on allowing the Use in Residential Zoning Districts. They were educated on the fact that there are different rental platforms for short term rentals. Council agreed to support short term rentals in residential districts provided that other platforms are as conscientious as the AirBnB rentals. The consensus was to get recommendations from the Borough Solicitor and revisit the issue at a future meeting.

d. Road Closure Request – Reindeer Night at Town Square:

Motion: To approve the closure of S. Railroad Street between Main Street and E. Cherry Street on Saturday December 21, 2019 from 5:00 – 9:00 PM for the Lions Club to host their annual live reindeer event at the Town Square. Motion by Jane Quairoli, second by Josh Holl. Motion passed.

Reports

- a. President’s Report: Vice-President Miller commented that he feels Council is having good discussions with those in attendance at the meetings. He appreciated the request to start revitalizing the Main Street corridor, and hopes a “Welcome to Palmyra” park can be developed on property the Borough owns on the northeast corner of the intersection of W. Main Street & N. Lingle Ave.
- b. Financial Report:
 1. Financial Statement: Mr. Powl provided a copy of the September 2019 report.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the September 2019 report. She noted that the balance for delinquent accounts over 180-days finally dropped below \$100,000. Council asked Ms. Pera to share thanks to the staff for the collection efforts.
- c. Fire Department: Councilor Holl reported that the old tower apparatus is under contract with a broker. Therefore, the fire department is not able to list the tower on MunicBid as suggested at the previous meeting. If the apparatus does not sell prior to the end of the contract, the fire department will seriously consider listing it on MunicBid.
- d. Police Department: Chief Winters reported that the department received reimbursement for the Aggressive Driving Enforcement program. Another round of enforcement is to begin at the end of October. He provided an update on all the items accomplished in the department since his arrival in March. He also intends to put forth the certified list of names from the Civil Service Commission at the October 22nd meeting and make a recommendation to Council on hiring a replacement for Officer McGuire.
- e. Planning Commission – 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 September 2019 report.
 2. Borough Properties: Mr. Powl had nothing to report concerning any of the Borough owned properties.
 3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) Ms. Pera reported that the Palmyra Great Give event held on September 28th at Memorial Park was a success and the park opening with the raising of the military flags at the beginning of the event went very well.
 4. Refuse & Recycling: There was nothing new to report.
 5. Sewer System:
 - a. Broken Sewer Main – Federal Alley: Mr. Powl reported that this project is now complete.
 - b. Main Pump Station – Back-up Mechanical Controls: There was nothing new to report.
 - c. Flowmeter – Pump Station #3: There was nothing new to report.
 - d. 914 E. Cherry Street – The Public Works Crew and Borough Engineer are finalizing the plan to reroute the sewer lateral for this property to East Maple Street.
 - e. The Sewer camera software has been upgraded to improve the capture of sewer camera video.

6. Sinkholes:
 - a. N. Duke Street @ First National Bank detention basin: Mr. Powl commented that the Borough is still haggling over the installation of watertight pipe connections in the first two manholes on this project. Injection grouting work has begun to close the failed injection well and to repair the resulting sinkhole.
 - b. 223 S. Locust Street & PASD Injection Well: Mr. Powl reached out to the school district for an update. Myer Brothers Well Drilling was brought back in to drill the existing well deeper, but the effort apparently failed. No further update has been provided.
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 bottom has been reshaped to provide better flow to the basin underdrain system. Inlets leading to the basin have been plugged until the plants regenerate in the basin bottom.
 - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl stated that Mr. Crocker from The Hershey Company has been pulled onto other projects and will respond about the Ridge Road project as soon as possible.
 - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) The Public Works Crew is planning to begin this project in the very near future.
 - d. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status: There was nothing new to report.
8. Street & Alley Maintenance: Mr. Powl stated that a section of the 500 block of South Lincoln street broke apart and needed to be repaired due to the road having no stone base. There is only 1.5" of asphalt over clay. The Public Works Crew made a temporary repair so the street can hopefully survive the winter months until it can be reconstructed next year.
9. Traffic Signals: There was nothing new to report.
- g. Solicitor's Report: Solicitor Cleary
 1. Ordinance #796 – Grass & Weeds – Vice President Miller reported that the Ordinance has been advertised and will be on the agenda for action at the October 22nd meeting.
- h. Zoning & Codes Enforcement:
 1. Zoning Officer/Codes Enforcement Officer Report: Mr. Powl provided a copy of the September 2019 report.
 2. Zoning Hearing Board: (Hearing scheduled for Monday October 21st at 5:30 PM)
 - 211 S. Lingle Ave (Robert Morrison): Seeking a Variance of Section 380-127 (Expansion or Alteration of a Non-Conforming Use) so that a 50'X50' addition can be constructed, which will be a 119% expansion versus the 50% maximum permitted.

Council took no position on the application and deferred to the Zoning Hearing Board.
- i. Borough Manager's Report:
 1. 2020 Budget Schedule: Mr. Powl provided a copy of the Budget Schedule. The Draft Budget will be presented at the October 22nd meeting and the Preliminary Budget will need to be approved by the November 26th Council meeting for the required 10-day public inspection period.
 2. Truck Traffic Complaint: Mr. Powl reported that the Borough Engineer's estimate for conducting the traffic study is not to exceed \$2,000. Poplar Street, Hazel Street, Cedar Street and Spruce Street will be included in the study. Council agreed to move forward with the study.

Other Business

- Mayor Carpenter thanked staff for getting the 101 N. Grant Street property cleaned up.
- Councilor Barry asked if there is a problem with the stormwater system in the 900 Block of East Maple Street that causes the stormwater to back-up, and Mr. Powl explained that the system works fine, however, the inlet grates are easily clogged by leaves & debris, which causes the back-ups.

Public Comment Period #2

- Bethany Tesche, 645 E. Cherry Street, asked for the rental license fee to be kept to a reasonable amount because it will be passed on to the tenants; supported Air BnB's in the Borough, and; supported the idea of beautification of the downtown business district.

Announcement

Vice President Miller announced that Borough Council will conduct its next public meetings on Tuesday, October 22, 2019, and Tuesday, November 12, 2019 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairola, second by Don Barry. The meeting adjourned at 8:47 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager