

Palmyra Borough Council Meeting
 Tuesday February 26, 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, Jane Quairoli and Joe Templin. Also, in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Mayor Fred Carpenter, and Acting Chief Pete Mathews. Carissa Mellinger and Tom Miller were absent from the meeting.

Announcements

President Shearer announced that Borough Council held an executive session on Tuesday February 19th at 5:30 PM and prior to tonight’s meeting to discuss a personnel issue as permitted by the Pennsylvania Sunshine Act. Any official action resulting from the Executive Sessions will occur at a future public meeting.

Public Comment Period #1

There were no public comments.

Consent Calendar

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

- Approve the minutes of the February 12, 2019 Borough Council meeting.
- Approve the Treasurer’s Report for the period January 1 through January 31, 2019:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$96,987	\$288,379	\$152,178	\$2,399	\$1,528	\$1,186
YTD Expenses	\$259,884	\$55,012	\$78,263	\$187,420	\$(9,399)	\$256
Difference	\$(162,897)	\$233,366	\$73,915	\$(185,021)	\$10,927	\$936
Fund Balance	\$1,270,654	\$929,957	\$481,040	\$1,364,267	\$1,249,279	\$735,367

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund
YTD Revenue	\$191	\$317	\$6	\$611	\$67	\$112,986
YTD Expenses	\$0	\$5,774	\$0	\$0	\$0	\$40,596
Difference	\$191	\$(5,457)	\$6	\$611	\$67	\$72,390
Fund Balance	\$2,123	\$193,089	\$3,867	\$378,910	\$41,857	\$101,622

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

Action & Discussion Items

- a. Mavis Tire (OCCC GDP TS Palmyra LLC) - 940 E. Main St – Stormwater Waiver Request: Ryan Whitmore from Landcore Engineering, P.C. was present to explain the request for a waiver for fencing around the new stormwater management facility on the Mavis Tire property.

Motion: To deny the waiver request made by Landcore Engineering, P.C. on behalf of OCCC GDP TS Palmyra LLC (Mavis Tire) 940 E. Main Street, for the requirements of Section 310-16.A(7) of the Code of Ordinances of the Borough of Palmyra, which requires a minimum 4-foot high fence to be installed around a new stormwater management facility. Motion by Jane Quairoli, second by Josh Holl. Motion passed.

- b. Palmyra Area School District – Forge Road Elementary Access Road – Stormwater Waiver Request: Holly Evans from Evans Engineering was present to explain the waiver requests.

Motion: To conditionally approve the following waivers requested from the Palmyra Stormwater Management Ordinance:

- 1. Section 310-16.C(5) – Match crowns for stormwater conveyance pipes, contingent upon: the justification and alternative design drawings provided*
- 2. Section 310-11.O.1(b) – Stormwater facilities prohibited over or near closed depressions, and;*
- 3. Section 310-11.O.2(a) – 100-foot minimum isolation distance between the rim of a sinkhole or closed depressions, contingent upon: a hold harmless clause, reviewed and approved by the Borough Solicitor, being added to the stormwater management plan.*

Motion by Don Barry, second by Jane Quairoli. Motion passed.

Ms. Evans also asked if Borough Council was receptive to the idea of allowing the School District to place a cash deposit in escrow with the Borough in lieu of paying the costs to have a performance bond prepared and submitted. Mr. Powl explained that this was done for the Middle School project and it worked well so, Borough Council also agreed with this request.

- c. Resolution #2019-07 – Sale of Borough Owned Property (Refuse Vehicles):

Motion: To approve Resolution #2019-07, a resolution authorizing the sale of two Mack refuse trucks and one Mack recycle truck via online public auction that have an estimated total combined value of \$145,000. Motion by Jane Quairoli, second by Josh Holl. Motion passed.

- d. Impact on Sewer Rates & Revenues for Variations in the Minimum Billing Volume: Mr. Powl shared the analysis on varying the minimum billing volume completed by the Sanitary Sewer Engineer, Dale Shope. Mr. Shope determined that the current rate of \$88.00 per quarter covers the cost of the current 10,000-gallon minimum volume for quarterly sewer usage. This confirms that this minimum is a reasonable capacity to use for fee calculations, and there does not seem to be any overwhelming evidence warranting a change in the 10,000-gallon minimum volume.

Reports

- a. President's Report: President Shearer did not have a report.
- b. Library Report: Councilor Quairoli did not have a report.

c. Police Department:

1. Authorize the Hiring of a New Police Chief:

Motion: To hire Andrew Winters as the full-time Chief of Police of the Borough of Palmyra Police Department with a starting salary of \$86,986 (\$41.82/hour), contingent upon signature of the offer of employment letter dated February 22, 2019. Motion by Josh Holl, second by Jane Quairolì. Motion passed.

2. Acting Chief Mathews reported that he met with two new vendors concerning the purchase of uniform pants identical to the current new uniform pant since the current vendor is going out of business. He hopes to have multiple quotes soon. He explained that it may turn out to be the most cost effective to scrap the current new uniform pants and switch to a new, more readily available style of uniform pant.

He also reported that the police department ordered the new Ford SUV unmarked police vehicle to lock in the 2020 price & delivery. There is a possibility that the price of the vehicle will be over the budgeted amount due to outfitting the vehicle with the required equipment. However, he believes there is room in the police budget to cover these expenses.

d. Recreation Commission: Councilor Quairolì provided a copy of the February 2019 report.

e. Solicitor's Report: There was no report.

f. Zoning Hearing Board: Mr. Powl reported the results of the Monday February 25th hearing. The Board approved the following application with conditions:

1. 112 N. Green Street - Charles B. Lynch, Jr.:

- Variance from Table 380-14G Attachment 1 for the following setbacks:
 - Side-yard setback: 10-feet required – 5-feet approved
 - Rear-yard setback: 30-feet required – 16-feet approved
- Conditions: the garage cannot be used for any type of business, there can be no outside storage on the property, and the maximum height of the garage is to be no more than 16-feet.

g. Borough Manager's Report:

1. South Forge Road Sinkhole: Mr. Powl reported that the sinkhole was in the PennDOT right-of-way. The PennDOT crew did not fix the sinkhole properly. There is a 12-inch water main in the area that was not replaced or secured by compaction under the pipe prior to covering the area with cold patch. Mr. Powl stated that he would not be surprised if this sinkhole becomes a recurring problem and could become an even bigger problem if the 12-inch water pipe breaks during any future subsidence.
2. New Leaf Truck Hydraulic Issue: Mr. Powl has attempted to work with the Old Dominion Brush Company to resolve the issues with the leaf truck. He reached out to the Department of General Services (DGS) to let them know of the problems the Borough has had with a Costars purchase. Mr. Powl copied his contact at DGS on a letter to the President of Old Dominion regarding the warranty repairs needed.
3. Mr. Powl reported that he met with Waste Management to discuss the Single Bag Trash Program. They will be looking into their software program to determine if they can put Borough addresses in their on-board computers to differentiate the number of units per address and which customers sign up for the Single Bag program. More discussion is planned to prepare for this program.

Other Business

There was no other business.

Public Comment Period #2

Mike Blauch and Len Chimel were both present to lobby Council to change the sewer billing coding for their apartments from residential to commercial. Borough Council asked to have more discussion on this topic at the next meeting.

Announcement

President Shearer announced that Borough Council will conduct a public meeting on Tuesday, March 12, 2019 and on Tuesday, March 26, 2019 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn by Jane Quairola, second by Josh Holl. The meeting adjourned at 8:10 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager