

Palmyra Borough Council Meeting  
 Tuesday, April 23, 2019  
 7:00 PM

Borough Council Vice-President Carissa Mellinger 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 Quairolì and Joe Templin. Also, in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Mayor Fred Carpenter, and Police Chief Andrew Winters. Beth Shearer was absent from the meeting.

Announcements

Vice President Mellinger 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

There were no public comments.

Consent Calendar

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

- a. Approve the minutes of the April 9, 2019 Borough Council meeting.
- b. Approve the Treasurer’s Report for the period March 1 through March 31, 2019:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$577,260	\$440,928	\$227,804	\$6,546	\$7,774	\$235,532
YTD Expenses	\$713,956	\$343,897	\$350,484	\$266,037	\$43,475	\$1,498
Difference	\$(136,695)	\$97,031	\$(122,484)	\$(259,490)	\$(35,701)	\$234,034
Fund Balance	\$1,296,856	\$793,621	\$284,444	\$1,289,798	\$1,202,651	\$968,471

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund
YTD Revenue	\$3,620	\$910	\$18	\$1,552	\$199	\$113,298
YTD Expenses	\$0	\$14,554	\$0	\$349,947	\$0	\$40,596
Difference	\$3,620	\$(13,644)	\$18	\$1,164	\$199	\$72,703
Fund Balance	\$5,551	\$184,903	\$3,879	\$29,924	\$41,989	\$101,935

*Motion: To approve the consent calendar. Motion by Josh Holl, second by Don Barry. Motion passed.*

Action & Discussion Items

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

*Motion: To enact Ordinance #792, an ordinance to amend the Palmyra Borough Code of Ordinances revising regulations contained in Chapter 310 (Stormwater Management) governing maintenance of existing stormwater management facilities. Motion by Jane Quairoli, second by Tom Miller. Motion passed.*

b. Road Closure Request – B. Moyer Radio Communications Open House Event:

*Motion: To authorize the closure of N. College Street between North Avenue and W. Arch Street on Friday April 26, 2019 from 11:00 AM – 7:00 PM for B. Moyer Radio Communications to host an open house event. Motion by Jane Quairoli, second by Don Barry. Motion passed.*

c. Road Closure Request – Truck Trek Food Truck & Community Arts Festival: Ms. Pera advised Council that the Borough had not yet received the Certificate of Liability Insurance for the event.

*Motion: To authorize the closure of West Cherry Street from South Railroad Street to South Locust Street on Saturday May 11, 2019 from 8:00 AM – 7:00 PM for the 5<sup>th</sup> Annual Truck Trek Food Truck & Community Arts Festival contingent upon the receipt of a Certificate of Liability Insurance for coverage in the amount of \$1 million dollars to be received before 4:30 PM on April 26, 2019. Motion by Jane Quairoli, second by Don Barry. Motion passed.*

d. Road Closure Request - 2019 Memorial Day Parade:

*Motion: To authorize the Palmyra Heritage Association to assemble and conduct the Palmyra Memorial Day Parade on Monday May 27, 2019 from 8:00 AM - 10:00 AM utilizing the following parade route:*

*Beginning at the Palmyra Area Middle School on West Cherry Street; continue east on E. Cherry Street; north on South Green Street; west on East Main Street; south on S. Locust Street, and; disbanding at the Palmyra Area Middle School.*

*Motion by Don Barry, second by Joe Templin. Motion passed.*

Reports

a. President's Report: Vice-President Mellinger opened a discussion on political signs placed on Borough owned property. Vice-President Mellinger indicated that she does not agree with a sign moratorium on public property and stated that Borough Council has a responsibility to educate the residents on the candidates that are running for office.

Mr. Powl informed Council that the Solicitor's advice is an all-or-nothing policy. The Borough needs to either allow all types of signs (e.g. Political, Real Estate, Yard Sale, etc.), or, prohibit all signs of any type if it also wants to prohibit political signs. He explained that a political sign showed up on the municipal building property and the office staff was verbally abused by a couple of individuals that did not support that candidate so, after consulting with the Solicitor and President Shearer, he removed it from the property to keep the Office staff out of the politics of any campaign and to keep the properties looking clean. Mr. Powl also expressed concern for the Public Works staff that will have to stop and remove the signs when mowing the grass.

After discussion, Council agreed to allow signs on all Borough owned properties and requested that Public Works reinstall any signs that they remove for mowing, etc.

- b. Library Report: Councilor Quairoli did not have a report.
- c. Fire Department: New Tower Truck Financing – Chief Dugan reported that the truck was delivered to a local Seagrave dealer well ahead of schedule, therefore, the loan to pay for the new truck is still in process. The department needs to take ownership of the new truck. They applied for a low interest PEMSA loan for the outstanding balance, but a decision will not be forthcoming for 3-months. Chief Dugan spoke with North Londonderry Township about the loan financing and they are willing to cover the \$300,000 until the loan is approved at which time the fire department will repay the Township for the advance. He asked Council if that arrangement was acceptable, or, if they would prefer for each municipality to cover 50% of the advance needed. Council expressed that it would be cleaner if only one advance was made and was happy to hear the Township could advance the full amount needed.
- d. Police Department: Chief Winters reported the following:
- The department hosted a meeting for the county regarding the INSYNCH program. He thanked Chief Dugan for allowing the Police Department to use the Fire Department training room.
  - He reported that 11 applicants have applied for the next Civil Service Test so far.
  - The Chief and Officer Lengle began school and class visits to the elementary schools. The plan is to promote visibility and develop relationships between the kids and the department.
  - Chief Winters provided a copy of his new report for March 2019. The report shows the Part I and Part II crime status in the Borough in the current year versus the three previous years.
- e. Recreation Commission: Councilor Quairoli provided a copy of the March 2019 report.
- f. Solicitor's Report: There was nothing to report.
- g. Zoning Hearing Board: No Hearings were conducted in April.
- h. Borough Manager's Report:
1. N. Duke Street Sinkhole Repair Schedule: Mr. Powl received a preliminary schedule for the repair of the sinkhole. The schedule places the final restoration around the middle of July 2019, which the Borough Engineer does not feel is realistic.
  2. 300 Block E. Cherry Street Project: The Borough is waiting on the contractor to return to finish the project.
  3. DEP Meeting – MS4 Waiver Request: Mr. Powl reported that the meeting with DEP started out by DEP telling the Borough they are not getting a waiver. Upon further conversation, DEP did mention that they believe Palmyra is unique and there might be a type of hybrid permit that they can approve. The Borough invited the DEP officials to come out and physically inspect the Borough's stormwater outfalls to verify the no stormwater form the Borough is being discharged to waters of the Commonwealth. The Borough also agreed to provide information regarding all the Borough's stormwater injection wells.
  4. 2019 Paving & Micro-Surfacing Projects: Mr. Powl reported that Pennsy has begun milling on S. Horstick. They should be ready to pave by the end of the week.
  5. S. Center Ave Signage: Mr. Powl reviewed the sign ordinance for the existing signage located along S. Center Avenue and determined that the entire street is not signed properly according to the ordinance. He developed a schematic to give to the Public Works crew to show where signs should be placed to meet the ordinance. This will allow the sign that was requested by the property owner to be moved at the last meeting to be eliminated entirely.

6. Small Cell Antenna Annual Fee (Section 380-64.1(H)): Mr. Powl informed staff that he, Ms. Pera, and Michelle Bowman met with representatives of AT&T regarding the placement of small cell antennas on Met-Ed poles. He stated that the Borough's fee resolution does not include a fee for these antennas as outlined by the ordinance. Council decided on \$1,000 per year per antenna and asked Mr. Powl to update the fee resolution for approval at a future meeting.
7. Mr. Powl reported that several sinkholes had opened after the last rain events. He reported sinkholes in the 300 block of W. North Avenue, on E. Cherry St behind Mavis Tire Store, in front of Philadelphia Mixers, and near the railroad crossing on N. Railroad Street. The Public Works crew will be working on those that are in the public right-of-way.

#### Other Business

- Mayor Carpenter mentioned that a couple of properties located on N. Railroad Street, just to the south of Boyer's Signs, need to be inspected by the Codes Enforcement Officer to have the properties cleaned-up.

#### Public Comment Period #2

- Barry Powell, 41 N. Franklin St, asked if he would be allowed to do some exploratory drilling along Arch Street beside his property because his curb and sidewalk is sinking. He is sure there is a sinkhole in that location, and he would like to mitigate it now before it becomes a bigger problem. He asked for a copy of the ARM geophysical report that was conducted for the failed injection well just south of his property along N. Franklin Street. Mr. Powl said he would obtain a copy of the report from ARM Group if the Borough doesn't already have a copy and provide it to Mr. Powell.
- Douglas Stump, Lebanon Daily News, asked for clarification regarding the political sign discussion.
- Tucker Etnoyer, The Sun, inquired about the vacant positions that are left unfilled.

#### Announcement

Vice President Mellinger announced that Borough Council will conduct a public meeting on Tuesday, May 14, 2019 and on Tuesday, May 28, 2019 beginning at 7:00 PM.

#### Motion to Adjourn

*Motion to adjourn the meeting by Jane Quairola, second by Joe Templin. The meeting adjourned at 7:57 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager