

Palmyra Borough Council Meeting
 Tuesday, May 28, 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, Carissa Mellinger, 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.

Announcements

President Shearer announced that the Borough is looking for a resident interested in serving in the following appointed position:

- Palmyra Municipal Authority: To serve the remainder of Jim Hartman’s five (5) year term, expiring December 31, 2021.

Public Comment Period #1

- Mike McNamara, 311 E. Cherry Street, inquired about water in the detention basin across from his property and whether his alley would be paved.
- Maddie Reed, 233 E. Hazel Street, had questions about Memorial Park renovations and asked for the bollards around the municipal building to be painted.

Consent Calendar

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

- a. Approve the minutes of the May 14, 2019 Borough Council meeting.
- b. Approve the Treasurer’s Report for the period April 1 through April 30, 2019:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$1,245,129	\$797,639	\$601,571	\$242,511	\$8,887	\$237,124
YTD Expenses	\$1,249,568	\$462,377	\$433,999	\$279,197	\$44,176	\$2,923
Difference	\$(4,439)	\$335,263	\$167,572	\$(36,686)	\$(35,289)	\$234,202
Fund Balance	\$1,429,112	\$1,031,853	\$574,696	\$1,512,602	\$1,203,063	\$968,639

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund
YTD Revenue	\$12,226	\$39,929	\$25	\$1,601	\$268	\$113,458
YTD Expenses	\$5,000	\$16,822	\$0	\$349,947	\$0	\$40,596
Difference	\$7,226	\$23,108	\$25	\$(348,326)	\$268	\$72,862
Fund Balance	\$9,157	\$221,654	\$3,886	\$29,973	\$42,058	\$102,094

Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Carissa Mellinger. Motion passed.

Action & Discussion Items

a. Ordinance #793 – N. Duke Street & E. Arch Street Public Dedication:

Motion: To enact Ordinance #793, an ordinance accepting previously undedicated portions of E. Arch Street and N. Duke Street as public right-of-way. Motion by Jane Quairoli, second by Joe Templin. Motion passed.

b. Resolution #2019-10 - Appoint member to the Palmyra Planning Commission:

Motion: To approve Resolution #2019-10, a resolution appointing Jessica Creter, 211 N. College Street, to serve the remainder of the four (4) year term vacated by Jim Hartman, expiring December 31, 2021. Motion by Jane Quairoli, second by Tom Miller. Motion passed.

Reports

a. President's Report: President Shearer thanked PAHA for the Memorial Day parade.

b. Library Report: Councilor Quairoli provided a copy of the April 2019 report.

c. Fire Department: Council Holl reported that the fire department held a weekend long training and advanced 6 probationary firefighters to active firefighters who will now be able to answer fire calls.

d. Police Department: Mayor Carpenter reported several properties for codes violations. Chief Winters reported the following:

- 21 applicants for the vacancy test have been received.
- He participated in the 2019 Lebanon County Law Enforcement Memorial program on May 15th.
- He is checking into a new method of reporting vehicle accidents through CarFax.
- He is analyzing department needs to use drug forfeiture money received.
- He reported a new stainless-steel work counter has been installed in the evidence room, as well as adding a small refrigerator, and a computer so that evidence processing can be contained 100% inside the evidence room.
- The update to the Police Department webpage has been completed.
- He is getting a police intern from Penn State Harrisburg beginning in August.
- He will be absent from the June 11th meeting

e. Recreation Commission: Councilor Quairoli did not have a copy of the April 2019 Director's Report. She will share it when it becomes available.

f. Solicitor's Report: Mr. Powl received word that Patricia Ludwick passed away. The Borough had a lawsuit settlement agreement with the Ludwick's concerning the stormwater drainage area at Southeast Park. Mr. Powl asked Solicitor Cleary if that agreement remains in place now that the Ludwicks are deceased. The Borough will need to verify if the easement was ever officially recorded at the courthouse.

g. Zoning Hearing Board: Mr. Powl shared the results of hearings conducted Monday, May 20th.

1. 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. The hearing was continued until June 17th at 5:30 PM

2. 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. The variance request was denied.
3. 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. The variance request was approved.
 - 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. The variance request was approved.
 4. 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'.

The hearing was continued until June 17th at 5:30 PM.

h. Borough Manager's Report:

1. N. Duke Street Sinkhole Repair Update: Mr. Powl heard from Dr. Seaton at ARM Group, Inc. that a Notice to Proceed was signed by First National Bank. Drilling for a new injection well will more than likely occur in the parking lot of First National Bank rather than at the 90-degree turn at the intersection of N. Duke St & Arch Street. The project is about a month behind schedule based on the information provided to the Borough.
2. S. Green Street Sinkhole (Injection Well #6) Update: Mr. Powl indicated that the new injection well took 200-gallons of water per minute for several hours without issue. As soon as the sewer camera is returned from being repaired, the Public Works crew intends to camera the existing inlets & piping to determine the nature of a structure found at the intersection of two pipes in the center of S. Green St right along the edge of the right of way for E. Main Street so that a plan can be developed for conveying water into the new injection well and abandoning the old existing well.
3. 300 Block E. Cherry Street Project Update: Mr. Powl reported that Plum Alley should be paved this week. This will allow any stormwater to sheet flow in the alley towards the detention basin and hopefully prevent infiltration in that area in the future.

4. Stormwater Outfall Location Walk with DEP: Mr. Powl informed Council that representatives from DEP were onsite to walk the stormwater outfall areas with Borough staff and the Borough engineer. Areas to the west, east and north of the Borough were assessed. The drainage area to the east was ruled out by DEP as an outfall for MS-4 requirements. However, the drainage areas to the west and north are being considered by DEP for a hybrid permit since they do not flow to waters of the Commonwealth.
5. Vehicle #3 (Leaf Vacuum Truck) - Hydraulic Issue Update: Mr. Powl commented that the Public Works crew drove the vehicle to New Jersey for repair work based on the recommendation of Old Dominion Brush Company. By agreeing to take the truck for Old Dominion, the company gave the Borough a free impeller and bearings for the truck, which has a value of approximately \$900. The truck is projected to be at New Jersey for several weeks at which time we will return and drive it back to Palmyra.
6. Public Works Generator Underground Fuel Storage Tank: Mr. Powl informed Council that DynaTech was onsite to assess the voltage needs of the Public Works compound. They determined the load requirements to be around 200 kilowatts. The thought is to figure out if it is cost efficient to replace the old generator and remove the additional equipment necessary to provide enough loading to handle the weekly tests of the generator. Mr. Powl will let Council know the cost proposal when received.
7. 2018 Audit: Mr. Powl stated that the Auditors will be present at the June 25th meeting to give the Audit report.

Other Business

- Councilor Mellinger inquired of the outcome of the emergency sewer issue at 525 E. Cherry Street on Monday evening. Mr. Powl responded that the main sewer line was open and flowing. The cleanout on the lateral was broken and had been filled with stones, sticks, toys and other debris from the property owner's kids and it clogged the lateral that is shared by the 3-unit building.

Public Comment Period #2

There were no comments.

Announcement

President Shearer announced that Borough Council will conduct a public meeting on Tuesday, June 11, 2019 and on Tuesday, June 25, 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 7:55 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager