

Palmyra Borough Council Meeting
Tuesday September 10, 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 Quairola and Joe Templin. Also, in attendance Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Mayor Fred Carpenter and Police Chief Andrew Winters. Carissa Mellinger and Tom Miller were absent from the meeting.

Public Comment Period #1

- Keith Campbell, 6 Highland Drive, North Londonderry Township, spoke against the proposed rental inspection ordinance.
- David Siegfried, 500 S. Railroad Street, spoke in favor of the proposed rental inspection ordinance.

Consent Calendar

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

- a. Approve the minutes of the August 27, 2019 Borough Council meeting.
- b. Approve payment of all bills listed on the August 2019 Bill's List.

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

Action & Discussion Items

- a. Borough Council Resignation:

Motion: To regretfully accept the letter of resignation from Borough Council Vice-President Carissa Mellinger submitted via e-mail attachment on August 30, 2019. Motion by Jane Quairola, second by Don Barry. Motion passed.

Mr. Powl informed Council that they will have 30-days from this date to appoint a replacement.

- b. 2020 Minimum Municipal Obligation (MMO) for Pension Funding:
 1. Non-Uniformed Pension Plan: 2020 MMO = \$262,363
 2. Uniformed (Police) Pension Plan: 2020 MMO = \$55,565(5%), or \$70,011(2.7%)

Council discussed continuing the police pension contribution of 2.7% versus the 5% prescribed by PA Act 600. The 2.7% rate would result in a higher (\$14,446) obligation in 2020, whereby the 5% would provide pension contributions to lower the Borough's obligation. The police contribution has been set by Council at 2.7% each year since a 2013 Arbitration award required 2.7% for years 2014 & 2015. Mr. Powl explained that the police pension plan still is showing a surplus, however, that surplus has been shrinking each year. Council decided not to decrease the required 5% contribution for the Police Pension Plan in 2020.

Motion: To approve the Uniformed and Non-Uniformed Minimum Municipal Obligation for pension plan funding for the 2020 Budget Year. Motion by Jane Quairola, second by Don Barry. Motion passed.

- c. Road Closure Request – Citizens Fire Company No. 1 Fire Prevention & Safety Open House Event:

Motion: To authorize the closure of West Walnut Street from S. Railroad St to S. College Street on Sunday October 6th from 12:00 p.m. – 5:00 p.m. for the Citizens Fire Co. No. 1 annual Fire Prevention & Safety Open House event. Motion by Jane Quairola, second by Josh Holl. Motion passed.

Reports

- a. President's Report: President Shearer did not have a report.

- b. Financial Report:
 1. Financial Statement: Mr. Powl provided the financial report for August 2019.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the August 2019 report.
- c. Fire Department: Councilor Holl commented that the department will hold the Annual Open House on October 6th from 1 – 4 PM. The new tower truck should be at the fire house for this event.
- d. Police Department: Chief Winters is working on scheduling his next community meeting for mid-November. The department received new guns and tasers and will begin a new qualifying procedure with the new guns in October. Chief Winters is hoping the background investigations on the police officer candidates will be completed by the end of September.
 1. Trick-Or-Treat Night:

Motion: Upon recommendation from the Palmyra Chief of Police, and the Lebanon County Police Chief's Association, Trick-Or-Treat Night shall be held in the Borough on Thursday October 31st from 6-8 PM in conjunction with Countywide Trick-Or-Treat Night. Motion by Jane Quairolì, second by Don Barry. Motion passed.
 2. PA DCED Regional Police Study: Chief Winters spoke with Chief Snyder of North Londonderry Township about the regionalization of the departments. Mr. Powl spoke to Township Manager Mike Booth. Mr. Powl reported that North Londonderry Township is willing to explore the possibility of regionalization and will participate in the study. Council was pleased with this information and asked Chief Winters and Mr. Powl to move forward.
- e. Planning Commission - Subdivision & Land Development Plans: 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 August 2019 report.
 2. Borough Properties:
 - a. Municipal Building – 325 S. Railroad Street: There was nothing new to report.
 - b. Public Works Department – 910 E. Broad Street: Mr. Powl indicated there were a few minor punch list items to resolve to complete the contract.
 - c. Vacant Lot – 40 E. Front Street: There was nothing new to report.
 - d. Vacant Lot – Northeast corner of the intersection of N. Lingle Ave and W. Main Street. There was nothing new to report.
 - e. Vacant Lot (Shaffer-Erb Tract) – south side 900 Block East Cherry Street: Mr. Powl stated that the Public Works crew has a dead tree to remove from this property.
 3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) – Mr. Pera reported that the painting of the park buildings should be finished this week. The electric in the band shell has been repaired allowing the flagpole lights to work. The picnic tables have been installed in the pavilion.

President Shearer stated that she would make remarks at the September 28th event at the park.

4. Refuse & Recycling: Mr. Powl reported that all the usable dumpsters were loaded onto a truck and are on their way to the buyer in Missouri. The dumpsters were sold on MuniBid. Council Barry complained about his cardboard being collected as refuse instead of recycling.

5. Sewer System:
 - a. Broken Sewer Main – Federal Alley – The contractor is almost finished with this project. Mr. Powl stated they found and fixed a sinkhole at one of the broken lateral connections.
 - 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.
6. Sinkholes:
 - a. N. Duke Street @ First National Bank detention basin: Mr. Powl announced that the work to install the stormwater pipes and repair the sinkhole will commence on September 16th
 - b. 223 S. Locust Street & PASD Injection Well: Mr. Powl reached out to the school district and was informed that Heath Dresch, Buildings and Grounds, intends to flush the current injection well to see if it improves the functionality of the well.
7. Stormwater Management:
 - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: Mr. Powl advised Council that ARM was planning on conducting a free mirror test inspection to see if the underground detention system was functioning properly. He also commented that ARM needs to receive “as-built” plans in order to determine if anything deviates from the original plan prior to having the contractor fix problems. He also mentioned that the contractor still needs to make a paving correction in Plum Alley.
 - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl commented that Mr. Wagner of ShadowStone is still working on the issue and is keeping in communication with the Borough.
 - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) Mr. Powl reported that the public works crew hopes to begin working on this in mid-October.
 - d. DEP Municipal Separate Storm Sewer Systems (MS4) Permit - Waiver Status: RETTEW and DEP are continuing to talk about the need for a water quality project on the west side of town to meet the Borough’s requirements for stormwater improvements.
8. Street & Alley Maintenance: Mr. Powl reported that all work is completed on the following:
 - a. 2018 & 2019 Paving Project (E. Hazel St, W. Maple St., S. Horstick Ave., N. Chestnut St)
 - b. 2019 Microsurfacing Project (N. Forge Rd, N. College St, and N. Locust)
- g. Solicitor's Report: There was nothing new to report
- h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the August 2019 report. There are no hearings scheduled for Monday September 16th at 5:30 PM.
- i. Borough Manager's Report:
 1. Snowplows: (MJR Equipment Quote). Mr. Powl reported that the Public Works crew would like to try one new plow this winter with a J-style blade to see if it helps place snow in a more efficient manner in an urban environment versus the current plows that are design more for moving the snow off the road edge. If it proves to be better, then the old plows can be sold, and all trucks outfitted with the new plows next year.

Motion: To authorize the purchase of one Henderson 11’ straight plow with “J-hook” style blade from PA COSTARS dealer MJR Equipment, 4210 Chambers Hill Rd, Harrisburg, PA in the amount of \$11,457.25 and expense the cost of this purchase to Capital Reserve Fund budget line item #30.430.740. Motion by Jane Quairolì, second by Joe Templin. Motion passed.
 2. Sale of Borough Vehicles & Equipment: Mr. Powl reported the results of MuniBid online auction from August 30, 2019 -
 - a. 2009 Ford F350 4X4 Crew Cab Pick-up = \$22,100
 - b. Misc. refuse/recycling rear load dumpsters = \$11,900

Other Business

There was no other business.

Public Comment Period #2

- Dena Francis, 719 N. Railroad Street, introduced herself and stated that she will be applying for the vacant Council position.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, September 24, 2019, and Tuesday, October 8, 2019 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairola, second by Josh Holl. The meeting adjourned at 8:05 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager