

Palmyra Borough Council Meeting
Thursday December 10, 2020
7:00 PM

President 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, Tom Miller, Jane Quairoli, Joe Templin and James Tesche. Also, in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Mayor Fred Carpenter and Police Chief Andrew Winters.

Public Comment Period #1

- There were no public comments.

Consent Calendar

- Approve the minutes of the November 24, 2020 Borough Council meeting.
- Approve payment of all bills listed on the November 2020 Detailed Check Listing Report.

*Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Joe Templin.
Motion passed.*

Action & Discussion Items

- 2021 Budget (Preliminary to Final): Mr. Powl provided a copy of possible cuts necessary to eliminate a tax increase in 2021. He was able to reduce the original proposal of 3.79 mills to 3.74 mills. Then he looked at the general fund expense accounts to determine where some cuts could be made. The list included postponing the hiring of a vacant additional full-time public works employee and subsequent healthcare and insurance costs; deferring the municipal building front door replacement until 2022; police department cuts included the purchase of body cameras and reductions to various other line items; reductions to various public works and parks line items, and; reducing the \$100,000 budgeted transfer to the Capital Reserve Fund for 2021 to \$15,000.

The budget discussion opened with Councilor Miller expressing his concern about giving the Public Works Superintendent a 2.5% raise while giving the other members of the crew larger salary adjustments. He also commented that the Borough has made significant improvements to many of the streets in recent years and he would like to see that trend continue.

Councilor Quairoli commented that she would like to see the entire list of cuts implemented to avoid a tax increase.

Councilor Templin questioned how the residents that will lose their jobs on Saturday, December 12th per the Governor's COVID-19 pandemic mandates for closures will be able to pay any tax increase.

Councilor Miller made the following motion:

Motion: To approve the budget with no \$100,000 transfer to the Capital Reserve Fund, keep the \$18,000 in the budget for the Police Department body cameras, and provide the 2021 salary adjustment in full to the Public Works Superintendent. Motion by Tom Miller, second by Don Barry. President Shearer asked for a roll call vote.

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|----------------------|---|------------|
| <i>Don Barry</i> | - | <i>YES</i> |
| <i>Josh Holl</i> | - | <i>NO</i> |
| <i>Tom Miller</i> | - | <i>YES</i> |
| <i>Jane Quairoli</i> | - | <i>NO</i> |
| <i>Joe Templin</i> | - | <i>NO</i> |
| <i>James Tesche</i> | - | <i>NO</i> |
| <i>Beth Shearer</i> | - | <i>NO</i> |

The motion was defeated by a 2-5 vote.

Councilor Quairoli proposed the following motion:

Motion: To accept all the cuts presented to maintain the tax rate at 3.39 mills. Motion by Jane Quairoli, second by Beth Shearer. President Shearer asked for a roll call vote.

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| <i>Don Barry</i> | - | <i>NO</i> |
| <i>Josh Holl</i> | - | <i>NO</i> |
| <i>Tom Miller</i> | - | <i>NO</i> |
| <i>Jane Quairoli</i> | - | <i>YES</i> |
| <i>Joe Templin</i> | - | <i>YES</i> |
| <i>James Tesche</i> | - | <i>NO</i> |
| <i>Beth Shearer</i> | - | <i>YES</i> |

The motion was defeated by a 4-3 vote.

Councilor Tesche proposed the following motion:

Motion: To eliminate the \$100,000 transfer to the Capital Reserve Fund, keep the \$18,000 in the budget for the Police Department body cameras, and implement the rest of the cuts outlined by the Borough Manager. Motion by James Tesche, second by Josh Holl. President Shearer asked for a roll call vote.

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|----------------------|---|------------|
| <i>Don Barry</i> | - | <i>YES</i> |
| <i>Josh Holl</i> | - | <i>YES</i> |
| <i>Tom Miller</i> | - | <i>NO</i> |
| <i>Jane Quairoli</i> | - | <i>YES</i> |
| <i>Joe Templin</i> | - | <i>YES</i> |
| <i>James Tesche</i> | - | <i>YES</i> |
| <i>Beth Shearer</i> | - | <i>NO</i> |

The motion passed by a 5-2 vote.

- b. Greater Lebanon Refuse Authority – 2021 Haulers Rebate Agreement: Councilor Templin pointed out that the agreement referenced a two-year period of January 1, 2021 through December 31, 2022.

Motion: To authorize the Council President and Borough Secretary to execute the Greater Lebanon Refuse Authority Municipal Solid Waste Processing/Disposal and Tipping Fee Rebate Agreement for 2021. Motion by Jane Quairoli, second by James Tesche. Motion passed.

Reports

- a. President's Report: President Shearer thanked Council for the spirited discussion regarding the budget. She appreciates the ability of Council to have these conversations and work towards a solution for the good of the community.
- b. Financial Report:
1. Financial Statement: Mr. Powl provided a copy of the November 2020 report.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the November 2020 report.
- c. Fire Department: There was no report
- d. Police Department: Chief Winters reported that he is working on the transition from the UCR reports to the new NIBR system. He will be completing reports in the new system and the UCR system until receiving approval from the PA State Police to transition completely. He anticipates the transition will take place in 2021 and advised Council that his monthly reports will look different and the crime numbers will also change as a result of coding differences between the two systems.

He also reported that the department has been approved to start using Tracs. This is the state ticket writing program. Central PA Technologies is working on installing the program on all department computers. Once the Administrative Office of Pennsylvania Courts (AOPC) approves the changes, tickets will also be sent directly to the Magisterial District Judge's office. The department should be up and running with this in the next few weeks.

Mayor Carpenter provided a letter he received complimenting the Public Works Department.

- e. Planning Commission - Subdivision & Land Development Plans: The Commission did not meet in November.
- f. Public Works Department: Borough Manager Powl
 1. Superintendent's Monthly Report: Mr. Powl provided a copy of the November 2020 report.
 2. Borough Properties: There was nothing new to report for Borough Properties.
 - a. Municipal Building – 325 S. Railroad Street:
 - b. Public Works Department – 910 E. Broad Street:
 - c. Vacant Lot – 40 E. Front Street:
 - d. Vacant Lot – Northeast corner of the intersection of N. Lingle Ave and W. Main Street
 - e. Vacant Lot (Shaffer-Erb Tract) – south side 900 Block East Cherry Street
 3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) There was nothing new to report.
 4. Refuse & Recycling:
 - a. Palmyra Area School District recycling issue: Mr. Powl commented that the School District was to receive bids on December 3rd, but they have not updated him on the results.
 5. Sewer System: There was nothing new to report.
 6. Sinkholes:
 - a. 223 S. Locust Street: (PASD failed injection well) There was nothing new to report.
 7. Stormwater Management:
 - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: The contractor does not respond to request to close out the contract even though the Borough still owes him a final payment.
 - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.): Mr. Powl reported that all involved are still awaiting a final response from The Hershey Co.
 8. Street & Alley Maintenance: Mr. Powl stated that the Public Works crew has been working on filling potholes and dressing up the alleys
 9. Traffic Signals: There was nothing new to report.
 10. Other: Mr. Powl reported that the gas pump for the above-ground fuel pump was not working, but the Public Works Superintendent replaced the pump to get it operational again.
- g. Solicitor's Report: (Solicitor Cleary)
 1. Letter dated 11/27/2020 regarding the Preliminary/Final Subdivision Plan for Cedar-Palmyra, LLC (McDonald's) and related Zoning Hearing Board hearing.

- h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the November 2020 report. He also reported that the following hearing is scheduled for December 14th at 5:30 PM:
- a. Cedar-Palmyra LLC (McDonald's Subdivision):
- Seeking Variance of 380-20.D (75% Max Lot Coverage)
 - Seeking Variance of 380-20.E (Minimum Setback Requirements for Principal Structures)
 - Seeking Variance of 380-20.L & 380.20.M (Landscape Screening)
 - Seeking Variance of 380-38.I (Schedule of Required parking Spaces)
 - Seeking Variance of 380-117.I for Lot #2 (Off-Street Parking & Loading Requirements for Shopping Centers)

Borough Council did not take a position on the application but, they did agree to ask Mr. Powl to request the Zoning Hearing Board attach the proposed conditions of approval prepared by the Borough Solicitor to any approvals that they would make.

- i. Borough Manager's Report:
1. Non-Uniformed & Police Pension Plan Audit Reports: Mr. Powl shared a copy of the Pension Plan Audit Reports and explained the finding in the report was of no wrongdoing from the Borough. The Pennsylvania Municipal Retirement System (PMRS) did not distribute the 2019 member reports due to the Covid-19 pandemic and an upgrade to their software. The Auditor General's office held the Borough accountable for the actions of PMRS.

Communications

Mr. Powl provided a copy of a letter dated 12/2/2020 from Great Lebanon Refuse Authority concerning 2021 GLRA Board representative pay rate per meeting.

Other Business

There was no other business.

Public Comment Period #2

- Jerry and Rachel Musser, 6 Clark Rd, Annville, expressed their disapproval of the rental registration license program.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, December 22, 2020, and Thursday, January 14, 2021 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Joe Templin, second by Jane Quairolì. The meeting adjourned at 8:25 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager