

Palmyra Borough Council Meeting
Thursday March 12, 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, Police Chief Andrew Winters, and Mayor Carpenter.

Special Visitors

Debbie & Scott Harner, 647 E. Broad St, were in attendance to revisit the possibility of receiving a reimbursement for the damages to their basement after a sewer back-up issue. Councilor Miller explained that the Governmental Immunity Act renders the municipality immune under state law. While Council is sympathetic to the issues that they experienced, it is unable to authorize reimbursement.

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 February 27, 2020 Borough Council meeting.
- b. Approve payment of all bills listed on the February 2020 Bill's List.

*Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Jim Tesche.
Motion passed.*

Action & Discussion Items

- a. Ordinance #803 – Amend Date of Payment for Quarterly Sewer & Refuse Bills:

*Motion: To enact Ordinance #803, an ordinance to amend Chapter 288 (Sewers) and Chapter 305 (Solid Waste) to revise regulations governing charges and payments by requiring payments to be received by the due date and eliminating the language allowing payments to be post-marked by the due date. Motion by Jane Quairoli, second by Tom Miller.
Motion passed.*

- b. Ordinance #804 – Chapter 350 (Vehicles & Traffic):

Motion: To authorize the Borough Solicitor to prepare an advertise Ordinance #804, an ordinance to amend the following:

1. Section 350-26 (Special Purpose Parking Zones):

- *Remove – East Cherry Street – North side – 115 E. Cherry St. – handicap parking*
- *Remove – North Chestnut Street – West side – 100 N. Chestnut Street – handicap parking*
- *Add – South Chestnut Street – West side – 21 S. Chestnut Street – handicap parking*
- *Add – West Main Street – North side – 521 W. Main Street – handicap parking*
- *Add – North Chestnut Street – West side – 501 N. Chestnut Street – handicap parking*
- *Add – West Cherry Street – South side – 314 W. Cherry Street – handicap parking*
- *Add – West Cherry Street – South side – From a point 20-feet west of S. Mark Street to a point 20-feet west thereafter for loading and unloading Mon. - Fri. 8:00 AM – 5:00 PM*

2. *Section 350-27.B (Parking Restricted for Street Sweeping):*
- *Replace the current language with the following: The following areas shall be designated and posted for prohibited parking during the months of April through September of each year, between the hours of 8:00 – 10:00 AM on the following days & streets:*

The first Wednesday of each month:

- *North Railroad Street from Main Street to Ridge Road*
- *South Railroad Street from Main Street to Walnut Street*

The first Thursday of each month:

- *West Cherry Street from South Railroad Street to South Mark Street*
- *East Cherry Street from South Railroad Street to South Franklin Street*

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

- c. Resolution 2020-21 – Appoint member to Palmyra Municipal Authority:

Motion: To approve Resolution #2020-21, a resolution appointing Jim Nye, 507 S. Grant Street, to serve the remainder of the five (5) year term vacated by Gretchen Van Scyoc, expiring December 31, 2022. Motion by Jane Quairoli, second by Don Barry. Motion passed.

Reports

- a. President's Report: President Shearer did not have a report.
- b. Financial Report: Council reviewed the following:
1. Financial Statement: (as of February 29, 2020)
 2. Delinquent Sewer & Refuse Account Report:
- c. Library Report: Councilor Quairoli distributed the February report.
- d. Police Department: Mayor Carpenter / Chief Winters
1. Chief Winters Probation Period:

Motion: To officially remove Chief Andrew J. Winters from probationary status effective March 4, 2020 and to retain him as the full-time Chief of Police for the Borough of Palmyra Police Department. Motion by Jane Quairoli, second by Josh Holl. Motion passed.

2. Officer Murphy Probation Period:

Motion: To officially remove Officer Dylan J. Murphy from probationary status effective March 11, 2020 and to retain him as a full-time Police Officer for the Borough of Palmyra Police Department. Motion by Jim Tesche, second by Don Barry. Motion passed.

Chief Winters announced the good news that the Radar Speed Trailer sold to Terre Hill Borough on MuniBid for \$3300. He then advised Council that the bad news is that he will need to spend those funds on new uniform pants because the current pants are no longer available. He intends to purchase a more readily available pant with hidden cargo style pockets. The pants will change to black instead of the current gray color.

Chief Winters also reported that the Civil Service process has begun, but submission of applications is slow. He started working on the 2021 new vehicle specs and prices.

Mayor Carpenter announced that he would like body cameras for the officers and mentioned the Chief will be looking for grant funding to purchase them.

- e. Planning Commission - Subdivision & Land Development Plans: Borough Manager Powl
 - 1. 417 W. Main Street – Microbrewery & Pub Waiver Requests: (RW Marketing LLC, 12 Jan Dale Ave, Annville)
Motion: To approve the recommendation made by the Palmyra Planning Commission to grant a waiver of Section 318-8 (General Provisions – Plan Processing) and Chapter 310 (Stormwater Management) so that RW Marketing LLC will not be required to prepare, submit, and obtain approval of a land development plan and a stormwater management plan, contingent upon: 1) the satisfaction of all comments contained in a letter dated February 21, 2020 from Borough Engineer Mike Knouse (RETTEW). Motion by Jane Quairolì, second by Tom Miller. Motion passed.
- f. Public Works Department:
 - 1. Superintendent's Monthly Report: Mr. Powl provided a copy of the February report.
 - 2. Borough Properties:
 - a. Municipal Building – 325 S. Railroad Street: Mr. Powl reported that the heat tape has been installed on the drain lines in the attic.
 - b. Public Works Department – 910 E. Broad Street: Mr. Powl mentioned that the HVAC system on the Public Works administrative building needs to be replaced. The Superintendent is receiving quotes for this project.
 - 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: There was nothing new to report.
 - 3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) Mr. Powl mentioned the Public Works crew has relocated the baseball field at Southeast Park.
 - 4. Refuse & Recycling: There was nothing new to report.
 - 5. Sewer System: Mr. Powl reported that the tractor portion of the sewer camera, which enables the camera to move through the pipe, needed to be replaced. Mr. Powl authorized The Public Works crew to order the new tractor at a cost of approximately \$8,500.
 - 6. Sinkholes:
 - a. Plum Alley: The project to re-level the sewer line and stormwater pipes is still planned for end of April – beginning of May to allow for a period of settling after the grouting was completed.
 - b. 35 W. Walnut Street: (in front of firehouse ramp) The hole was re-filled with road millings, and the Public Works crew is keeping an eye on the area.
 - c. 223 S. Locust Street: (PASD Failed injection well) Mr. Powl spoke with the School Superintendent. They have no answer to the failed injection well on the Middle School property. Proposed costs to fix the problem are projected at \$2 million dollars. Meanwhile S. Locust Street is still affected by the failure.

- Mr. Powl asked Council if they would reconsider working with the school district to find a potential injection well on a Borough Street and pipe the water that location. He indicated that past Councils were unwilling to work with the school district for drilling a new injection well within a Borough right-of-way, but that may be the only option available to resolve the issue. Council agreed and asked Mr. Powl to contact the school district for more discussion.
- d. Federal Alley: A new small sinkhole opened in the area where the sewer main was replaced to the rear of the 300 Block of N. Railroad Street. The Public Works crew was able to repair the sinkhole.
7. Stormwater Management:
- a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: Mr. Powl reported that the Solicitor is working on an agreement to inherit ownership of 310 & 312 E. Cherry Street upon owner's death, per his request.
- b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl updated Council on the conversations between Mr. Wagner of ShadowStone and Matt Crocker of The Hershey Company. Apparently, The Hershey Company does not have an issue with the stormwater project provided the area can assume the stormwater needs of the distribution center if it should ever be expanded. RETTEW is looking into the possibility of the topography meeting the needs of the company and the size needed for the stormwater area. Mr. Powl also commented that the latest he has heard on the sale of the Ridge Road property is that the School District plans to subdivide the top parcel of the recreation area for future school expansion and give the remaining area to the Palmyra Area Recs and Parks Commission for recreational space. If everything works out, the Borough can apply for a new Growing Greener Grant to enable construction.
- c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) Mr. Powl commented that this project will be a priority for the Public Works crew in the next several weeks.
- d. DEP Municipal Separate Storm Sewer Systems (MS4) Permit: There was nothing new to report.
8. Street & Alley Maintenance:
- a. 2020 Street Resurfacing Project: The bids are due on March 16th. Mr. Powl will have the results for the next meeting.
9. Traffic Signals:
- a. E. Main & N. Forge Rd Traffic Signal Permit Amendment for Left Turn Arrow Status: There was nothing new to report.
- g. Solicitor's Report: Solicitor Cleary provided a client letter to Borough Council concerning the request for reimbursement from the Harners.
- h. Zoning & Codes Enforcement:
1. The Zoning Hearing Board approved the following at the hearing conducted on Monday, March 9th at 5:30 PM.
- a. 20 E. Willow Street (Train Station) – Duane E. Hess:
- Approved Special Exception (Section 380-21.C(2) – Commercial Recreation Uses) to use the property for commercial recreation, and;
 - Approved a Variance (Section 380-38 – Off-Street Parking) to allow 24 parking spaces versus the 28 parking spaces required.

i. Borough Manager's Report: Mr. Powl had nothing additional to add to the meeting discussion.

Other Business

- Councilor Templin inquired if the parking lot at the Town Square where the asphalt heaved from the compaction grouting project would be fixed. Mr. Powl indicated that the area will be corrected once hot mix is available at the asphalt plant.
- Councilor Quairolì mentioned that the new light on the US flag at Memorial Park is still not bright enough.

Public Comment Period #2

There were no public comments.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Thursday, March 26, 2020, and Thursday, April 9, 2020 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairolì, second by Don Barry. The meeting adjourned at 7:45 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager