

Palmyra Borough Council Meeting  
Thursday May 14, 2020  
7:00 PM

President Shearer called the meeting to order at 7:04 PM. Borough Council attended the meeting virtually by accessing an online Zoom webinar type meeting. This was due to the COVID-19 pandemic restrictions prohibiting gatherings of more than 10 people. Council members attended via web interface as allowed by ACT-15 of the Commonwealth of Pennsylvania. Those in attendance included Don Barry, Josh Holl, Tom Miller, Jane Quairola, and James Tesche. Also, in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, and Police Chief Andrew Winters. Joe Templin and Mayor Fred Carpenter were absent from the meeting.

Public Comment Period #1

- Gary Wolfe, 993 E Maple Street, inquired about the excavation occurring between and behind the townhouses on the 900 Block of E. Maple Street. Mr. Powl explained the project is the rerouting of a sewer lateral from 914 E. Cherry Street to the Maple Street sewer main.
- Susan Lehman, 959 E Maple Street, inquired if the trees that were removed with the excavation are going to be replaced. She also asked Council for their consideration of wildflowers being planted in the field.

Consent Calendar

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

- a. Approve the minutes of the April 23, 2020 Borough Council meeting.
- b. Approve payment of all bills listed on the April 2020 Bill's List.

*Motion - To approve the consent calendar. Motion by Josh Holl, second by Jane Quairola. Motion passed.*

Action & Discussion Items

- a. Ordinance #805 – Revise Discount & Penalty Periods for Payment of Real Estate Taxes for 2020:

*Motion: To enact Ordinance #805, an ordinance to amend the discount and penalty periods for payment of real estate taxes for the year 2020. Motion by Jane Quairola, second by Don Barry. Motion passed.*

- b. Resolution #2020-24 – Amend 2020 Fee Resolution:

*Motion: To approve Resolution #2020-24, a resolution amending the 2020 Fee Resolution to add a \$100 Code Enforcement Ticket Fee for tall weeds & grass violations. Motion by Tom Miller, second by Jim Tesche. Motion passed.*

Reports

- a. President's Report: President Shearer announced that it is National Police Officer Memorial Week and thanked Chief Winters and his department. She also thanked the residents that joined the meeting.
- b. Financial Report:
  1. Financial Statement: Mr. Powl provided a copy of the April 30, 2020 report.
  2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the April 2020 report. She informed Council that most residents have paid their quarterly sewer/refuse bill despite the Covid-19 pandemic.
- c. Library Report: Councilor Quairola did not have a report. The Library Board is scheduled to meet next week.

- d. Police Department: Chief Winters reported that the new black uniform pants have been ordered and should be arriving in the next couple of weeks. He also stated that the civil service physical agility and written test were complete on May 3<sup>rd</sup>. Ten applicants took the test with nine passing. Interviews are scheduled for May 17<sup>th</sup> in Annville Township. He advised Council that the financial reports will show the civil service line item to be over budget until a reimbursement from Annville Township is received. Chief Winters also expressed his appreciation for Rite-Aid and CVS who let them know when they receive a shipment of disinfectant wipes, hand sanitizer, and reserve a quantity of each for the Police Department so that they are always supplied.
- e. Planning Commission - Subdivision & Land Development Plans: The Commission did not meet in April, and with no plan activity, they will not meet in May either.
- f. Public Works Department: Borough Manager Powl
  1. Superintendent's Monthly Report: Mr. Powl provided a copy of the April 2020 report.
  2. Borough Properties:
    - a. Municipal Building – 325 S. Railroad Street: Mr. Powl reported the ionizer system has been installed on the building's HVAC system.
    - b. Public Works Department – 910 E. Broad Street: Mr. Powl reported that the new roof that was installed on the brick 3-bay garage at the end of 2019 was damaged by a falling tree causing seven punctures in the roof membrane, and smashed aluminum coping. The roofing contractor, Houck, has made repairs and the costs of the damage were turned into the insurance company for reimbursement minus the Borough's \$1,000 deductible.
    - c. Vacant Lot – 40 E. Front Street: There is nothing new to report.
    - d. Vacant Lot – Northeast corner of the intersection of N. Lingle Ave and W. Main Street - There is nothing new to report.
    - e. Vacant Lot (Shaffer-Erb Tract) – south side 900 Block East Cherry Street
  3. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park) There is nothing new to report.
  4. Refuse & Recycling: Mr. Powl reported that Waste Management resumed collection of the one bulk item per week on 5/11/2020. White goods collection has been rescheduled for Wednesday July 22, 2020.
  5. Sewer System: There is nothing new to report.
  6. Sinkholes: Mr. Powl reported that the following sinkhole areas have been rather quiet. However, he did comment that he needs to reach out to the school district to discuss plans for resolving their failed injection well.
    - a. Plum Alley:
    - b. 35 W. Walnut Street: (in front of firehouse ramp)
    - c. 223 S. Locust Street: (PASD Failed injection well)
  7. Stormwater Management: Mr. Powl reported that the stormwater management issues listed below have not had much action in the last month. He commented that the new detention basin on N. Duke Street seems to be de-watering well and is anxious to see how it functions during a summer storm.
    - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: Agreement to inherit ownership of 310 & 312 E. Cherry Street upon owner's death
    - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Waiting for permission from the Hershey Company to have Rettew take survey grade shots on their property and along the southern portion of the Ridge Road Park property to verify that adequate slope exists from Hershey's lot to the proposed wetland area so that any future stormwater run-off generated from a Hershey expansion project could flow by gravity to the wetlands area.

- c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St)
- d. DEP Municipal Separate Storm Sewer Systems (MS4) Permit:

8. Street & Alley Maintenance:

a. 2020 Street Resurfacing Project Status:

- 1. Change Order #1 & #2: Extend Paving from North Londonderry Twp Mid-Block Boundaries and Arch Street to N. Forge Road: Mr. Powl explained that even with the approval of the Change Orders, the Borough will be spending approximately \$20,000 less than the total budgeted for paving in the General Fund for 2020 due to the plunge in the cost of oil worldwide.

*Motion: To approve Pennsy Supply, Inc. Change Order #1 in the amount of \$128,650.10 and Change Order #2 in the amount of \$27,043.50 to accommodate the additional paving listed in the change orders.*

*Change Order #1 to extend the paving being conducted on the following streets by North Londonderry Township from the mid-block municipal boundary to the next intersection within the Borough:*

- *S. Railroad Street from Campbelltown-Palmyra Road to municipal boundary*
- *S. Harrison Street from E. Walnut Street to municipal boundary*
- *S. Franklin Street from E. Walnut Street to municipal boundary*

*Change Order #2 to extend the paving being conducted on East Arch Street to North Forge Road. Motion by Jane Quairoli, second by Jim Tesche. Motion passed.*

9. Traffic Signals:

- a. Mr. Powl informed Council that PennDOT has formally approved the E. Main & N. Forge Rd Traffic Signal Permit Amendment for the addition of the left turn arrow for southbound traffic on N. Forge Road turning east onto US422.

- 10. Other: President Shearer mentioned that Fire Dept. President Andy Braden had to leave the Zoom meeting but sent a message that the Fire Department is doing well. There are no sick volunteers. They have the necessary protection gear needed to operate. They are also looking forward to completing the sale of the old American-Lafrance tower truck to Punxsutawney next month. The new Seagrave tower truck is at a local Seagrave dealer for warranty repairs and is currently out of service. Councilor Holl explained that neighboring departments will cover calls for Tower #1 until it is back in service.

g. Solicitor's Report: There is nothing new to report.

h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the Zoning Officer/Codes Enforcement Officer Report for April 2020. There were no hearings conducted on Monday, May 11<sup>th</sup>.

I. Borough Manager's Report:

- 1. Commercial No Parking – Box Trucks – Options: Mr. Powl provided information from the Solicitor regarding options for Council to consider in the regulation of the parking of box trucks within a public right of way, and on private property. After a short discussion, Council decided not to make any changes regarding regulating the parking of box trucks on the street, or on private property.

Other Business

There was no other business.

Public Comment Period #2

- Susan Wolfe, 993 E Maple St, stated that she liked the wildflower idea for the field behind her townhouse.
- Susan Lehman, 959 E Maple St, thanked the Police Chief and his department for their work.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Thursday, May 28, 2020, and Thursday, June 11, 2020 beginning at 7:00 PM.

Motion to Adjourn

*Motion to adjourn the meeting by Don Barry, second by Jim Tesche. The meeting adjourned at 8:04 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager