

Palmyra Borough Council Meeting
 Tuesday June 25, 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.

Announcements

President Shearer announced that the June 11th Borough Council meeting was cancelled due to lack of action & discussion items.

Special Visitors

Brian Marchuck and Scott Henry of Brown, Schultz, Sheridan, and Fritz attended to present and discuss the 2019 Audit. They outlined the various charts in the audit report and confirmed that there were no findings and the Borough is in a sound financial position.

Public Comment Period #1

- Jewel Gravely, 207 N Lincoln St, complained about the condition of the property located at 145 N. Lincoln St. and a possible hoarding situation.
- Pamela Shreffler, 137 N Lincoln St, also complained about the property at 145 N. Lincoln St.
- Janine Martinez, 135 N Lincoln St, also complained about the property at 145 N. Lincoln St. Ms. Martinez also complained about 5-foot tall weeds and trash in the alley to the rear of 138 N. Chestnut St; tall weeds around the garage at 132 N. Chestnut St, and; potholes along E. Division St.
- Joanne Grimm, 400 W Walnut St, complained about her neighborhood noise issues
- Lynn & Gail Woodley, 320 W Walnut St, complained about their neighborhood noise issues. They also asked the Police Chief to monitor speeding on W. Walnut St.
- Shawn Geist, 401 W Walnut St, complained about his neighborhood noise issues
- Melissa Harned, 330 E Arch St, asked for the \$100 ticket she received for high weeds to be rescinded.
- Susan Geiger, 210 E Oak St, made several complaints about the property maintenance issues for her neighbor's property at 532 S. Harrison Street. She also complained about the encroachment into the right-of-way at a property located at 323 S. Grant Street.
- William Garber, 725 N Grant St, expressed concerns for the potential development north of East Ridge Road.
- Betty McClosky, 212 E Ridge Rd, also expressed concerns for the potential development north of East Ridge Road.

Consent Calendar

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

- a. Approve the minutes of the May 28, 2020 Borough Council meeting.
- b. Approve payment of all bills listed on the May 2020 Bill's List.
- c. Approve the Treasurer's Report for the period May 1 through May 31, 2020:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$1,804,636	\$784,047	\$513,892	\$5,633	\$12,176	\$226,897
YTD Expenses	\$1,566,219	\$386,000	\$449,233	\$335,721	\$0	\$0
Difference	\$238,418	\$398,047	\$64,659	\$(330,089)	\$12,176	\$226,897
Fund Balance	\$1,287,517	\$931,444	\$394,890	\$1,030,837	\$1,485,552	\$459,094

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund
YTD Revenue	\$18,610	\$38,263	\$17	\$88	\$186	\$137,646
YTD Expenses	\$0	\$2,948	\$0	\$0	\$990	\$6,377
Difference	\$18,610	\$35,315	\$17	\$0	\$805	\$131,269
Fund Balance	\$19,681	\$251,314	\$3,954	\$20,274	\$41,906	\$234,642

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

Action & Discussion Items

- a. Palmyra Borough Stormwater Pollutant Reduction Plan (PRP): The meeting was advertised February 14, 2020 for the April 9, 2020 Borough Council meeting, which was cancelled due to COVID-19 outbreak. The PRP has been on display in the Borough Office and has been viewable on the Borough’s website since February.
 1. Plan Presentation: Mr. Powl outlined two existing drainage swales that need to be improved into bioswales to reduce sediment and other pollutants which may enter Spring Creek. Portions of these swales pass through, or adjacent to, private property and through lands owned by The Hershey Trust. Mr. Powl will need to contact them for permission for the Borough to enter onto the properties in order to make the bioswale improvements, and to maintain the bioswales into the future. The Borough has also applied for a grant through the National Fish & Wildlife Foundation to pay for 80% of the cost of constructing the bioswales.
 2. Public Comment: President Shearer opened the meeting for public comment. There was no public comment. Hearing none, President Shearer closed public comment.

Reports

- a. President’s Report: President Shearer commented that it was nice to be back in the Borough building again for a meeting.
- b. Financial Report:
 1. Financial Statement: Mr. Powl provided a copy of the May 31, 2020 report.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the May 2020 report.
- c. Fire Department: There was nothing new to report.
- d. Library Report: Councilor Quairoli mentioned that the library is now open for curb side book services. She provided a copy of her May 2020 report.
- e. Planning Commission: The Commission did not meet this month.
- f. Police Department: Chief Winters updated Council on the civil service process and explained that he will wait until September to determine if the Borough’s revenue situation will allow the hiring of the additional officer or not. He is working on pricing budget items for next year. He asked Council for their thoughts on purchasing body cameras for his officers, and Council agreed to have him include the cost in next year’s budget. Chief Winters also discussed the need to update the noise ordinance for the department to assist residents with noise issues. He recommended removing the decibel reader requirement. Council discussed this option and asked Mr. Powl to work with the Solicitor to create a draft ordinance to amend the noise ordinance.

- g. Public Works Department: Borough Manager Powl
 - 1. Superintendent's Monthly Report: (5/6/2020 – 6/2/2020)
 - 2. Borough Properties:
 - a. Municipal Building – 325 S. Railroad Street: Mr. Powl reported a sewer clog on Election Day that had to be opened by a plumber.
 - b. Public Works Department – 910 E. Broad Street:
 - c. Vacant Lot – 40 E. Front Street: A mountain of road millings exists there now after paving project.
 - 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) - Ms. Pera informed Council of a request received to hold Body Groove classes at Memorial Park. The instructor has a for-profit business and asked to use the park for outdoor classes. Council was not receptive to rent the park for a business to earn a profit from the taxpayer supported recreation space.
 - 4. Refuse & Recycling:
 - a. Mr. Powl commented that the recycling disposal rate has increased to \$75/ton while the refuse disposal rate is \$72/ton. It now costs more to have a recycling program. However, until the Commonwealth takes steps to revamp the Act 101 recycling requirements, the Borough will be required to continue following the state statute.
 - 5. Sewer System:
 - a. Mr. Powl reported that the service laterals, from the sewer main to the property line, located at 609 W. Pine Street & 502 W. Maple Street were replaced.
 - b. A sewer main repair was also completed at Locust Alley & S. Center Ave. The broken pipe also caused a small sinkhole, which was also repaired.
 - 6. Sinkholes:
 - a. Plum Alley: There was nothing new to report.
 - b. 35 W. Walnut Street: (in front of firehouse ramp) There was nothing new to report.
 - c. 223 S. Locust Street: (PASD Failed injection well) There was nothing new to report.
 - d. 500 Block N. Chestnut Street: The water company found a sinkhole while replacing their water main. It was cavernous and required 70 yards of flowable concrete to repair.
 - 7. Stormwater Management:
 - 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 - There was nothing new to report.
 - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.) Mr. Powl reported that Dwight Wagner of ShadowStone sent a letter to The Hershey Company for their signature on an agreement regarding the stormwater system at the Ridge Road Park.
 - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) Mr. Powl commented that the public works crew has resumed working on this project.
 - 8. Street & Alley Maintenance:
 - a. 2020 Street Resurfacing Project Status: Mr. Powl reported that the 2020 paving project is complete, except for a correction that may be needed to improve stormwater run-off at the intersection of W. Oak St and S. Mark St, and a section of damaged curbing along E. Birch St needs to be repaired by the contractor.
 - 9. Traffic Signals: There was nothing new to report.
- h. Recreation Commission: The June Director's Report was e-mailed to Council on Friday, June 14th.
- i. Solicitor's Report: There was nothing new to report.

j. Zoning & Codes Enforcement:

1. Zoning Officer/Codes Enforcement Officer Report: Mr. Powl provided a copy of the May 2020 report.
2. Zoning Hearing Board: (Hearing scheduled for July 13th at 5:30 p.m.)
 - a. 809 E. Birch Street – Debra L. Shifflett: Seeking a Variance of Section 380-14.G to allow for a 31-foot front-yard setback where 35-foot front-yard setback is required in the Low-Density Residential District. Council had no issue with the application and deferred to the Zoning Hearing Board for decision.

k. Borough Manager's Report:

1. Chimel Property – Possible Land Development – Zoning Text Amendment: Mr. Powl highlighted the possible land development proposal during public comments for the Chimel property located north of East Ridge Road between N. Railroad Street and N. Grant Street. He commented that Mr. Chimel's developer originally planned to develop an age restricted 55+ duplex community which would be permitted in the Low-Density Residential District but, they have since determined that an age targeted community would be more economically viable for development. Duplexes not part of a retirement community would not be permitted unless Council was amenable to approving a text amendment for the Low-Density Residential zoning regulations that would allow it. Council discussed various issues with the proposed concept plan such as stormwater, roads, and zoning district. Council was open to considering the zoning text amendment and were not opposed to seeing the concept move forward.
2. 2021 Budget:
 - a. Mr. Powl provided a copy of the 2021 public meeting schedule and outlined a schedule conflict in November 2021 with the Veteran's Day and Thanksgiving holidays. Council agreed to meet on Tuesday, November 9th and Tuesday, November 23rd due to the holiday conflicts.
 - b. 2020 vs. 2019: Mr. Powl reported that he compared the financial report of May 2019 to May 2020 to try and determine what impact the pandemic was having on the Borough. He reported that Earned Income Tax revenue has actually increased, however, real estate tax revenue is approximately \$440,000 behind due to the extension of the payment deadlines granted for 2020. It is hoped that by September the real estate tax revenue will be caught up.

Other Business

- Councilor Holl inquired if any additional information was received about fixing the front door to the building. Mr. Powl responded that he is still waiting for cost proposals. He will share the information with Council upon receipt.

Public Comment Period #2

There were no public comments.

Announcement

President Shearer announced that Borough Council will conduct a public meeting on Thursday, July 9, 2020 and on Thursday, July 23, 2020 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairola, second by Josh Holl. The meeting adjourned at 9:42 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager