

Palmyra Borough Council Meeting
Thursday July 23, 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 Fred Carpenter.

Public Comment Period #1

- Dave McCloskey, 212 E Ridge Rd, was in attendance to learn more about the proposed Chimel development north of Ridge Rd.
- William Garber, 725 N Grant St, expressed his concern regarding the sinkhole at E. Poplar St & E. Ridge Rd and the comment made at the last meeting by Mr. Powl that sinkholes are not prevalent in the northern portions of the Borough due to different underlying geology. He asked Council to keep the sinkhole issue in mind when considering the Chimel development.

Mr. Garber also complained about three commercial trucks parking on N. Lincoln Street by E. Cedar St.

Consent Calendar

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

- a. Approve the minutes of the July 9, 2020 Borough Council meeting.
- b. Approve payment of all bills listed on the June 2020 Bill's List.
- c. Approve the Treasurer's Report for the period April 1 through April 30, 2020:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$2,312,813	\$797,637	\$524,953	\$6,268	\$12,920	\$227,180
YTD Expenses	\$1,783,315	\$428,242	\$537,921	\$336,495	\$0	\$0
Difference	\$529,498	\$369,395	\$(12,968)	\$(330,227)	\$12,920	\$227,180
Fund Balance	\$1,578,598	\$902,792	\$317,263	\$1,030,699	\$1,486,297	\$459,377

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund
YTD Revenue	\$25,806	\$38,418	\$20	\$70,103	\$211	\$137,791
YTD Expenses	\$0	\$3,180	\$0	\$0	\$990	\$6,377
Difference	\$25,806	\$35,238	\$20	\$70,103	\$(779)	\$131,414
Fund Balance	\$26,877	\$251,237	\$3,956	\$90,289	\$41,932	\$234,786

Motion: To approve the consent calendar. Motion by Tom Miller, second by Jane Quairoli. Motion passed.

Action & Discussion Items

- a. Noise Ordinance (Chapter 241) – Draft Amendment: Council continued their discussion on the draft amendment provided by the Solicitor which revised the definition of noise disturbance and incorporated Motor Vehicle prohibitions as outlined in the West Reading Borough Noise Ordinance. Council agreed that they would not be comfortable passing the amendments as presented. Chief Winters explained that the clarification provided by the Solicitor for how the current noise ordinance may be enforced has made this amendment less necessary, however, it would provide the Police additional tools to enforce noise complaints. Council decided to table the amendment indefinitely.
- b. Zoning Text Amendment – Low-Density Residential (LDR) District – 10-acre Duplex Communities: Council considered a zoning text amendment, which was reviewed by the Solicitor, to allow planned duplex communities to be constructed on parcels sized 10-acres or greater within the LDR District. Mr. Powl explained that Council’s only decision for this meeting was to accept or reject the petition. If it is accepted, the Pennsylvania Municipalities Planning Code requires that the County Planning Department and Palmyra Planning Commission have 45-days to review, comment, and make recommendations to Borough Council for adoption of the required ordinance to amend the Zoning Ordinance. Action on the required ordinance will not be possible until the first Council meeting in September.

Motion: To accept the petition submitted by Millfield Green LLC and to refer the petition to the Lebanon County Planning Department and Palmyra Borough Planning Commission for their review, comment, and recommendations, conditioned upon Millfield Green agreeing to pay all costs associated with the petition, including all reasonable Borough Solicitor fees. Motion by Jane Quairolì, second by Tom Miller. Motion passed.

Reports

- a. President’s Report: President Shearer did not have a report.
- b. Financial Report: Mr. Powl provided a copy of the June 30, 2020 financial statement.
- c. Fire Department: There was nothing new to report.
- d. Library Report: Councilor Quairolì provided a copy of the June 2020 report. She reported that the Library is now open with limited services and noted that the Library’s mortgage is now below \$175,000.
- e. Police Department: Chief Winters provided a copy of the June 2020 report. He also presented copies of changes he is recommending for the Police Department Policy & Procedures manual. The Chief intends to move all policies and procedures to the PowerDMS program, which allows the department policies to be hosted on a secured technology platform making them readily available to all officers. The specific policies for update consideration are Use of Force, Use of Force Review, Handcuffing and Restraints, Control Devices, Conducting Energy Weapons, Use of Deadly Force, Firearms, and Standards of Conduct.

Chief Winters asked Council to review and provide any comments. Council agreed with the policy updates. Mr. Powl explained that the proposed changes have been reviewed by legal counsel and Council will need to pass a motion approving the changes to put them into effect.

Motion: To approve the recommended updates to the Use of Force, Use of Force Review, Handcuffing and Restraints, Control Devices, Conducting Energy Weapons, Use of Deadly Force, Firearms, and Standards of Conduct policies. Motion by Tom Miller, second by Jane Quairolì. Motion passed.

- f. Recreation Commission: Did not meet in July. Councilor Quairolì announced that registration for Fall sports programs are being received by the Commission.
- g. Solicitor’s Report: There was nothing new to report.
- h. Zoning Hearing Board: Mr. Powl shared the results of the Hearing conducted on July 13, 2020:
 1. 809 E. Birch Street – Debra L. Shifflett: The Board granted a Variance of Section 380-14.G to

allow a 31-foot front-yard setback where a 35-foot front-yard setback is required in the Low-Density Residential District for an existing carport to be converted into a fully enclosed garage.

i. Borough Manager's Report:

1. Municipal Building Front Door Problems: At the request of Borough Council, Mr. Powl provided a proposal to replace the power supply controller for the front door. The cost for this replacement is \$1,169.59. Mr. Powl also informed Council that he reached out to the architect on the building project about the wiring to the front doors being insufficient. The original specs for the building called for two 16-gauge wires to provide power to the doors. The installation was one 18-gauge wire. The architect reached out to the electric contractor and they are supposed to get in touch with Mr. Powl.

Council agreed that the minimum upgrade of the power supply box is crucial to getting the door issues resolved.

Motion: To approve the proposal from Sage Technologies Solutions in the amount of \$1,166.59 to replace the front door latch retract power supply box. The funds to be taken from 01-409-373 for the project. Motion by Jane Quairola, second by Don Barry. Motion passed.

2. 2021 Budget:

- a. Borough Website and quarterly Newsletter: Mr. Powl asked Council to discuss their plan for the newsletter in 2021. The newsletter is mailed quarterly to all property owners. It used to also be mailed to the list of tenants, but the rental license registration ordinance increased the tenant list in excess of 1,200 and there is no budget for this mailing. Does Council want to increase the budget in 2021 for this purpose? Mr. Powl also mentioned that the Borough's website is long overdue for a redesign to make it more user friendly, and to meet ADA accessibility requirements. He stated that a redesigned website would make it easier for residents to find information and thereby may eliminate the need for newsletters? Councilor Quairola asked if a new website could offer an E-Newsletter option. Council asked Mr. Powl to get a quote for a new website as a first step to address his questions.

Other Business

- Councilor Barry requested more information about the sinkhole at Poplar Street & Ridge Rd.
- President Shearer commented that sinkholes are becoming more widespread in the Borough and she advised Council to keep that in mind when considering the new development north of Ridge Road.

Public Comment Period #2

- Dave McCloskey, 212 E. Ridge Rd, thanked Mr. Powl for looking into his concerns about the condition of Kramer Way near E. Ridge Rd.
- William Garber, 725 N Grant St, re-expressed his concern for sinkholes on the north side of the community.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Thursday, August 13, 2020, and Thursday, August 27, 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 8:07 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager