

Palmyra Borough Council Meeting
Thursday August 13, 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

- Richard Lewis, 151 N Franklin St, complained about his neighbor not cleaning up the dog feces in their yard. Council President Shearer asked for the Zoning/Codes Enforcement Officer to conduct an inspection of the property in question.
- Teresa Wolfe, 323 W Cherry St, complained that her parking space on W. Cherry St. was being eliminated because the Borough was painting the curbs yellow between the crosswalks at S. Columbus St. to make it no parking. She stated that she was given that space by a Borough employee when the ADA curb ramps were installed about 15-years ago. She also provided photos of vehicles in her neighborhood that show parking violations. Borough Council advised her that there are no private parking spaces on a public street and that no Borough employee would have given her permission to park in a no parking area. The area in question is located between two crosswalks which require a 20-foot no parking setback for each crosswalk. The area between the crosswalks is approximately 45-feet. Mr. Powl explained that he consulted with the Borough Solicitor to find an exception for Ms. Wolfe for parking within a “T” intersection but, the PA Vehicle Code does not allow parking within the box of an intersection regardless if it is a 3-way or 4-way intersection. The Solicitor explained that whether the Borough paints the curbs between the crosswalks yellow or not, it is still already illegal to park within the intersection. Ms. Wolfe announced that she intended to keep parking there regardless of any action taken against her.
- Barry Powell, 41 N. Franklin St, inquired about the street sweeping schedule and why the Codes Officer doesn’t work overtime.

Consent Calendar

- a. Approve the minutes of the July 23, 2020 Borough Council meeting.

*Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Josh Holl.
Motion passed.*

Action & Discussion Items

- a. Road Closure Request - Palmyra Area High School Annual Homecoming Parade:

Motion: To authorize the closure of the roads necessary to accommodate the annual Palmyra High School Homecoming Parade on Friday October 9, 2020 from 6:00 - 6:35 p.m. (with a possible rain date of Monday October 12, 2020) for the following parade route:

Beginning in front of the Palmyra Middle School on W. Cherry St, proceeding east on E. Cherry St., turning right onto S. Lincoln St., turning right onto E. Oak St., turning left onto S. Railroad St., turning right onto W. Walnut St., turning right onto S. Locust St, and terminating at the rear of the Palmyra Middle School.

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

- b. PennDOT Winter Maintenance Agreement (10/01/2020 – 4/30/2025): Mr. Powl stated that PennDOT is no longer offering municipalities a one-year contract. Instead, the contracts will be for a total of 5 years. Mr. Powl indicated that the payment being offered to the Borough each year by PennDOT over the 5-year period does not come close to covering the costs to salt & plow the state-owned streets. He asked Council to consider turning back all the state-owned streets to PennDOT for winter maintenance except North Grant Street. North Grant Street is not an arterial street and is more

residential in nature, which makes sense to be salted & plowed by the Borough when maintaining the surrounding Borough-owned roads. Council concurred to have PennDOT take care of the winter maintenance on all the state-owned roads except N Grant Street. Mr. Powl said he hoped to have the revised agreement from PennDOT for approval at the next meeting.

- c. Borough Website Re-Design Cost Proposal: Mr. Powl presented a proposal to Council for the creation and hosting of a new Borough website. The proposal is for a total of \$6,275 with an annual maintenance fee of \$2,650 for three additional years. The new website would have better content editing for upkeep, meet ADA guidelines for accessibility, would be mobile device friendly, and allow for a more user-friendly site for residents. Councilor Quairoli shared a concern for the website hosting charges to begin while still in the design period. Council asked Mr. Powl to see if the company would renegotiate this option.
- d. Street Sweeping: Mr. Powl continued the discussion of the street sweeping schedule. He & Public Works would like to develop a new plan for street sweeping so that it can be accomplished more efficiently and thoroughly. Currently, the only area signed no parking for street sweeping is the Central Business District and portions of East & West Cherry Street. The rest of the Borough is not signed no parking for street sweeping. Mr. Powl told Council that they have a Vehicles & Traffic ordinance change on the agenda and they can add a section to the ordinance for changes with the sweeping program. However, unless the streets have signs, the ordinance would not be enforceable. Signs would be required on all streets and all blocks, which would likely be cost prohibitive. Council agreed that they did not want to add any language to the Code of Ordinances for street sweeping if it was not going to be properly enforced. Council asked Mr. Powl to continue working on a new street sweeping plan & schedule that can be used to educate the residents when the new plan is implemented.
- e. Ordinance #806 – Chapter 350 (Vehicles & Traffic):

Motion: To authorize the Borough Solicitor to prepare and advertise Ordinance #806, an ordinance to amend the following:

1. *Section 350-18 (School Speed Zones): Revise – W. Cherry Street to – 7:15 a.m. to 7:45 a.m. and 2:35 p.m. to 3:05 p.m.*
2. *Section 350-26 (Special Purpose Parking Zones):*
 - *Add – North Railroad Street – West side – 405 N. Railroad Street – handicap parking*
 - *Add – North Railroad Street – West side – 407 N. Railroad Street – handicap parking*
 - *Remove – West Cherry Street – South side – 314 W. Cherry Street – handicap parking*

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:
 1. Financial Statement: The monthly report will be available for the next meeting.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the July 2020 report.
- c. Police Department: Chief Winters reported that the Aggressive Driving program will be ending on Sunday, August 16th, the bike patrol has been increased, and officers are scheduled for civil disobedience training.
- d. Planning Commission - Subdivision & Land Development Plans: The Commission did not meet.
- e. Public Works Department:
 1. Superintendent's Monthly Report: Mr. Powl provided a copy of the July 2020 report.

2. Borough Properties:
 - a. Municipal Building – 325 S. Railroad Street: Front doors – repair status update: Mr. Powl reported that the new power supply module was installed, and it made no difference in the door functionality. He is still researching who provided the wiring specs for the doors to determine the reason a smaller voltage wire was installed and a possible remedy to fix the doors.
 - b. Public Works Department – 910 E. Broad Street: A hot water re-circulator was installed by the Public Works Superintendent on the bathroom faucet.
 - 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) There was nothing new to report.
4. Refuse & Recycling: There was nothing new to report.
5. Sewer System: There was nothing new to report.
6. Sinkholes:
 - a. Plum Alley: The sewer and stormwater pipes were re-excavated and re-leveled. The area will be watched for settling until the alley can be re-paved.
 - b. 35 W. Walnut Street (Firehouse): Public works is watching the area for re-paving the road surface.
 - c. 223 S. Locust Street: (PASD Failed injection well) There was nothing new to report.
 - d. 122 E. Poplar Street: Mr. Powl reported that the hole was a remnant of old rotted utility pole and not a sinkhole.
 - e. S. College Street (south of W. Pine Street): Public works is watching the area for re-paving the road surface.
7. Stormwater Management:
 - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: The Borough is waiting on the 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.) Mr. Wagner from ShadowStone continues to work on obtaining approval from The Hershey Company for this project. Mr. Powl announced that the Growing Greener grants may be reopening at the end of 2020. He will keep Council informed as information becomes available.
 - c. Shellbark Alley Drainage System - New Injection Wells: (to the rear of 138 N. Chestnut St) The pipe work is now complete. Public works is allowing for a period of settling prior to re-paving alley.
 - d. DEP Municipal Separate Storm Sewer Systems (MS4) Permit: Mr. Powl reported that the National Wildlife Foundation (NWF) grant that the Borough applied for was denied. The grant was intended to improve the stormwater outfall areas on the west side of the Borough. However, NWF received more applications than funds and had to make difficult decisions on what to approve.
8. Street & Alley Maintenance: There was nothing new to report.

9. Traffic Signals: There was nothing new to report.
- f. Solicitor's Report: There was nothing new to report.
- g. Zoning & Codes Enforcement: Mr. Powl provided a copy of the July 2020 report.
- h. Borough Manager's Report: Mr. Powl reported that the managers from South Londonderry and North Londonderry Townships as well as himself met with the fire departments to discuss the future and possible regionalization. The concern is that within five years there will not be enough volunteers to staff the fire departments and the municipalities are legally required to provide for fire service. If the volunteers fail, it is estimated to cost \$3-4 million annually to fund a full-time fire department. The meeting was to begin a conversation now to address the issues that are coming. The recommendation from the meeting is to have the three managers, one elected official from each municipality, and a representative from each fire department establish a committee for the purpose of developing a plan of action. President Shearer volunteered to be a member of that committee.

Other Business

- Councilor Quairoli announced that Maddie Reed resigned from the Recreation Commission so the Borough will need to find a replacement.

Public Comment Period #2

- Doug Fleegle, 126 E. Maple Street, reported that the Public Works crew was driving over his curb and sidewalk with their equipment while working on Plum Alley sewer and stormwater pipes.
- William Garber, 725 N. Grant Street, thanked Council for resolving the trucks parking on N. Lincoln Street.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Thursday, August 27, 2020, and Thursday, September 10, 2020 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Josh Holl, second by Don Barry. The meeting adjourned at 8:41PM.

Respectfully submitted,

Roger E. Powl
Borough Manager