

Palmyra Borough Council Meeting  
Thursday February 11, 2021  
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, Jane Quairola, Joe Templin, and James Tesche. Also, in attendance were Mayor Fred Carpenter, Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, and Police Chief Andrew Winters. Tom Miller was absent from the meeting.

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 January 28, 2021 Borough Council meeting.
- b. Approve payment of all bills listed on the January 2021 Detailed Check Listing Report.

*Motion: To approve the consent calendar. Motion by Jane Quairola, second by James Tesche. Motion passed.*

Action & Discussion Items

- a. Ordinance #809 – Amend Chapter 296 (Skateboarding):

*Motion: To authorize the Borough Solicitor to advertise Ordinance #809, an ordinance adding the definition of “motorized skateboard” and revising Violations & Penalties to Chapter 296 of the Palmyra Borough Code of Ordinances. Motion by Jane Quairola, second by James Tesche. Motion passed.*

- b. Ordinance #810 – Amend Chapter 350 (Vehicles & Traffic):

*Motion: To authorize the Borough Solicitor to advertise Ordinance #810, an ordinance amending the following:*

*1. Section 350-25 (Parking Time in Specific Locations Certain Days & Hours):*

- *Add – West Cherry Street – North Side – Monday-Thursday – 7:00 a.m.-5:00 p.m. – From a point approximately 130-feet east of the eastern curbline of South Locust St to a point 20-feet further east.*

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

- *Add – East Cherry Street – South Side – Handicap parking – 106 East Cherry Street*
- *Add – North College Street – East Side – Handicap parking – From a point approximately 100-feet south of the southern curbline of W. Broad Street to a point 20-feet further south*
- *Add – East Arch Street – South Side – Handicap parking – From a point approximately 65-feet west of the western curbline of North Franklin Street to a point 20-feet further west*
- *Add – North Railroad Street – West Side – Handicap parking – 221 North Railroad Street*
- *Add – North Railroad Street – West Side – Handicap parking – 410 North Railroad Street*
- *Add – North College Street – East Side – Handicap parking – From a point 50-feet south of the southern curbline of West High Street to a point 20-feet further south*
- *Remove – North Chestnut Street – West Side – Handicap parking – 605 North Chestnut Street*

- *Remove – West Cherry Street – South Side – Handicap parking – 314 West Cherry Street*
- *Remove – West Main Street – South Side – Police Parking Only – From a point 165-feet from South Railroad Street to a point 25-feet west thereof*
- *Remove – East Front Street – North Side – For Loading & Unloading Only – From the first alley east of Railroad Street east to end of the street*

*Motion by Jane Quairolì, second by Don Barry. Motion passed.*

### Reports

- a. **President's Report:** President Shearer thanked Tom Miller (in absentia) for running the January 28<sup>th</sup> meeting in her absence.
- b. **Financial Report:**
  1. **Financial Statement:** Mr. Powl provided a copy of the January 31, 2021 report.
  2. **Delinquent Sewer & Refuse Account Report:** Ms. Pera provided a copy of the January 2021 report.
- c. **Fire Department:** There was no report.
- d. **Police Department:** Chief Winters reported that Getac body cameras have been ordered and should be received by the end of March. The cameras will be partially set up before arrival and finished on site and will have unlimited storage. Chief Winters will have the Standard Operating Procedures completed before the cameras are put into use.
- e. **Planning Commission - Subdivision & Land Development Plans:** Borough Manager Powl introduced David Tshudy, Esq. from Troutman Pepper, who was present to represent the Cedar-Palmyra LLC (McDonald's) Preliminary/Final Subdivision Plan. Mr. Tshudy explained that the plan proposes to subdivide the McDonald's lot from the parent Palmyra Shopping Center tract and no physical changes or improvements are being made or proposed. Mr. Tshudy stated that zoning variances were needed and obtained from the Zoning Hearing Board, and the Planning Commission reviewed the plan at their January 27, 2021 meeting and passed a motion recommending approval of the plan and waivers requested, contingent upon all comments on the January 26, 2021 review letter from Rettew being satisfied, which is acceptable to the applicant. Borough Council had no additional questions.
  - **Waivers Requested from the Subdivision & Land Development Ordinance (SALDO):**
    - Chapter 318 (SALDO) Section 318-15 – Preliminary Plan Submission:
    - Chapter (SALDO) Section 318-15.C(4)(b); 318-15.C(5); 318-15.D(6); 318-38, and 318-39 – Location of all sanitary sewer, public water, and stormwater management facilities:
    - Chapter (SALDO) Section 318-37 – Street Trees:

*Motion: To grant conditional approval of the Cedar-Palmyra LLC (McDonald's) Preliminary/Final Subdivision Plan, and requested waivers, contingent upon Steckbeck Engineering & Surveying, Inc. satisfying all plan review comments made by the Borough Solicitor, Borough Engineer, and Lebanon County Planning Department. Motion by Jane Quairolì, second by Joe Templin. Motion passed.*
- f. **Public Works Department:**
  1. **Superintendent's Monthly Report:** Mr. Powl provided a copy of the January 2020 report.
  2. **Borough Properties:**
    - a. **Municipal Building – 325 S. Railroad Street:** Mr. Powl informed Council about a clogged sewer line that happened twice in two weeks. The cause of the clog was the quality of toilet paper provided by the vendor. The paper was too thick and would not dissolve causing the pipes under the building to become completely clogged. The toilet paper vendor was aware

- of the situation and has replaced the defective paper at no cost to the Borough and is considering reimbursing the Borough for a portion of the near \$1,000 in plumber's costs.
- b. Public Works Department – 910 E. Broad Street: There was nothing new to report.
  - 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
  - e. Vacant Lot (Shaffer-Erb Tract) – south side 900 Block East Cherry Street
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: There was nothing new to report.
    - a. 223 S. Locust Street: (PASD failed injection well)
    - b. 800 Block E. Main Street: (Center turn lane of US422 in front of Sheetz)
  7. Stormwater Management:
    - a. 300 Block E. Cherry St & 100 Block S. Grant St Detention Basin & Road Restoration Project: There was nothing new to report.
    - b. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.): There was nothing new to report.
    - c. DEP MS4 Permit: DEP approval letter received for 2020 report. Bio-Swale project update. Mr. Powl mentioned that the areas for the bio-swales need to be surveyed and communication with the adjoining property owners needs to be conducted to obtain easement areas before work can be completed. The Borough Engineer and Staff will work to complete the preliminary work this year with bids advertised for construction of the project in 2022.
  8. Street & Alley Maintenance: There was nothing new to report.
  9. Traffic Signals: Mr. Powl stated that C.M. High completed the quarterly maintenance on the traffic signals.
- g. Solicitor's Report: There was nothing new to report.
  - h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the January 2021 report. No hearings were conducted this month.
  - i. Borough Manager's Report: Mr. Powl informed Council that staff is working on implementing the street cut ordinance enacted by Council a few years ago. Several fees will need to be developed which will require the Fee Resolution to be updated.

Ms. Pera informed Council that the new Borough website went live as of February 8<sup>th</sup>. The site is much more user friendly which will enable constant updating by staff.

#### Other Business

There was no other business.

#### Public Comment Period #2

There were no public comments.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Thursday, February 25, 2021, and Thursday March 11, 2021 beginning at 7:00 PM.

Motion to Adjourn

*Motion to adjourn the meeting by Joe Templin, second by Jane Quairolì. The meeting adjourned at 7:29 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager