

Palmyra Borough Council Meeting
 Tuesday October 25, 2022
 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, Anthony Catalani, William Garber, Tom Miller, Jane Quairoli, and James Tesche. Also, in attendance were Mayor Fred Carpenter, Police Chief Andy Winters, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera.

Announcement

President Shearer announced that David C. Seesholtz, Assistant Public Works Superintendent, has passed away unexpectedly. A celebration of life service is scheduled for Thursday, October 27th at 6 PM with visitation from 4:00 to 6:00 PM. She expressed condolences to his family from Borough Council and acknowledged that the Borough will feel his loss.

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 October 11, 2022 Borough Council meeting.
- b. Approve payment of all bills listed on the September 2022 Detailed Check Listing Report.
- c. Approve the Treasurer’s Report for the period September 1 through September 30, 2022:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$3,359,305	\$1,193,770	\$828,219	\$431,230	\$7,741	\$217,535
YTD Expenses	\$2,821,147	\$1,074,736	\$805,576	\$73,481	\$27,168	\$209,382
Difference	\$538,159	\$119,033	\$22,643	\$357,749	\$(19,427)	\$8,153
Fund Balance	\$1,240,820	\$84,912	\$253,235	\$1,703,533	\$2,182,496	\$56,848

	Library Tax Fund	Police Health Care Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund	Fire Protection Tax Fund
YTD Revenue	\$29,343	\$54,572	\$80,350	\$845	\$170,750	\$281,956
YTD Expenses	\$30,500	\$8,284	\$0	\$107	\$0	\$219,434
Difference	\$(1,157)	\$46,288	\$80,350	\$738	\$170,750	\$62,522
Fund Balance	\$1,498	\$308,981	\$201,012	\$42,387	\$534,860	\$62,522

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

Action & Discussion Items

- a. Council continued their discussion from the October 11th meeting regarding Zoning Regulations for the Keeping of Livestock. Mr. Powl provided a response from Penn State Extension to the “7 False Myths About Urban Chickens” article provided at last meeting. He also provided a copy of the Churchill Borough “Keeping of Chickens” Zoning Ordinance update which was prepared with help from Penn State Extension.

After considering all the information provided over the past six weeks of discussion, Council agreed not to change the ordinance to allow livestock in the Borough.

- b. Council continued their discussion on the request for 45-degree Angle Parking along N. Lincoln Street. Mr. Powl provided an updated drawing and estimate provided by RETTEW to install standard parallel parking spaces instead of angled parking. Councilor Catalani stated that he met with a resident in the first block of N. Lincoln St concerning the issue. The resident stated that the tenant that was taking up available parking with his six cars is now parking at least four on the property and only keeping two in the street. The immediate problem has been resolved. However, Council considered the idea of marking the parallel parking spots on the first block of the street to assist with maintaining equal distance with the parking spaces.

Motion: To authorize the demarcation of six parallel parking spaces on the east and west side of North Lincoln Street from Main Street to North Avenue. Motion by James Tesche, second by Jane Quairoli. Motion passed.

- c. 2023 Budget Presentation & Discussion: Mr. Powl presented the 2023 Budget and provided copies of the draft budget for Council’s review. Mr. Powl explained that the Budget reflects the current inflationary conditions being experienced resulting in likely tax increases for the General Fund and Fire Tax Fund, and fee increases for both the wastewater treatment fee and refuse collection quarterly fee. Discussion on items in the budget will continue at the November 10th meeting.

Reports

- a. President’s Report: President Shearer did not have a report.
- b. Financial Report: Mr. Powl provided a copy of the September 2022 Financial Statement.
- c. Fire Department: There was no report.
- d. Library Report: Councilor Quairoli provided a copy of the October 2022 report. She commented that the Library received 100% of the financial commitments received during their capital campaign.
- e. Police Department: Chief Winters provided a copy of the September 2022 report. He reported that the crime statistics are steady & consistent with last year’s numbers. He reported that the department’s new patrol bicycle is ready to be put into service. He also provided an update on the regional police department. The committee met on October 19th for direction on the next steps. A meeting schedule was determined to continue developing the commission charter.

Mr. Powl inquired if Council was interested in moving forward with the Beers & Hoffman Proposal for Revised Building Schematics. Council would like to wait until they pass a Resolution creating the committee for regionalization before entering that phase

- f. Recreation Commission: The Commission met on Wednesday October 19th. Councilor Quairoli was unable to attend the meeting due to her participation in the police regionalization meeting. The Rec Director emailed copies of her reports to the Borough for the past few months.
- g. Solicitor's Report: Ms. Pera commented that the death of the Assistant Public Works Superintendent has impacted several projects that the crew was working to complete. Specifically, alleys that have been prepared for paving. The Superintendent has an individual that will be able to fill the vacancy temporarily to finish the projects. An agreement with an independent contractor is required to allow this individual to use the Borough's equipment. Solicitor Cleary will provide an agreement for the Borough to use.

Motion: To authorize execution of an agreement with an independent contractor to provide services relating to public works projects at a cost of \$30 per hour in a form acceptable to the Borough Manager and Borough Solicitor. Motion by Jane Quairoli, second by Beth Shearer. Motion passed.

h. Borough Manager's Report:

1. Public Works Equipment Replacement (Mini-Excavator) – Vehicle #37: Mr. Powl reported that the 2016 Bobcat E45 Compact Excavator has begun to give the Borough problems like the Bobcat skid steer that was previously replaced. The excavator was originally purchased for \$51,788. Mr. Powl provided a quote from Messick Farm Equipment for a 2022 Kubota KX057 Compact Excavator with a \$48,000 trade-in value for the Bobcat.

Motion: To authorize the purchase of a 2022 Kubota KX057 Compact Excavator from Messick's Farm Equipment, Inc. for a cost of \$30,564.88 after COSTARS discount and trade-in value of the Borough's 2016 Bobcat E45 Compact Excavator. This purchase shall be expensed from Capital Reserve Fund budget line item #30,430,760. Motion by Jane Quairoli, second by Don Barry. Motion passed.

2. Mr. Powl stated that EPA stormwater inspection of Public Works facility and three local Best Management Practice (BMP) stormwater basins on October 19th seemed to go very well. EPA will produce an official inspection report within 60-days. He does not anticipate significant issues from the inspection.
3. Mr. Powl asked Council's permission to close the Borough Office at 3:30 PM on Thursday October 27th so that staff can attend the services for Dave Seesholtz, and Council agreed.

Communications

- Mr. Powl provided a copy of the PA Auditor General Liquid Fuels Audit Report for period January 1, 2020 – December 31, 2021.
- Mr. Powl also provided a letter from Palmyra Area School District Superintendent requesting a meeting with representatives from the three municipalities on Wednesday, November 16th at 6:00 PM. Council members to attend are President Shearer, Councilor Tesche, and Councilor Bill Garber. If Councilor Garber is unable to attend, Councilor Barry will take his place.

Other Business

- Councilor Garber mentioned that the Borough should consider some type of memorial for David Seesholtz to honor the time and energy he put into making Palmyra better.
- Councilor Garber stated that the millings placed at the top of Kramer Way at the intersection with E. Ridge Rd are becoming loose from cars pulling out onto E. Ridge from Kramer Way and asked if Public Works could return to address the situation.

Public Comment Period #2

- Sheila Hoffer, 60 Cortland Crossing, commented that the recurring theme at each meeting is the amount of work that the Codes Officer must deal with and the steps she must take to get compliance. She believes there should be a better/easier/faster way to get residents to comply.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Thursday, November 10, 2022 and Tuesday, November 22, 2022 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairola, second by Anthony Catalani. The meeting adjourned at 8:48 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager