

Palmyra Borough Council Meeting  
Thursday November 10, 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 Police Chief Andy Winters, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Mayor Fred Carpenter was absent from the meeting.

Public Comment Period #1

There were no public comments.

Consent Calendar

- a. Approve the minutes of the October 25, 2022, Borough Council meeting.

*Motion: To approve the consent calendar. Motion by Jane Quairoli, second by William Garber. Motion passed.*

Action & Discussion Items

- a. Bid Award - Janitorial Services Contract:

*Motion: To authorize the Borough Manager to execute a contract with Green Commercial Cleaning, 125 Pickwick Cr., Palmyra, PA 17078 as follows:*

- \$ 2,045 per month for daily cleaning service at the Municipal Center
- \$ 375 for once per year cleaning of the interior and exterior windows
- \$ 1,650 for once per year VCT flooring refinishing (stripping and waxing)
- \$ 150 for cleaning the bathrooms at Memorial Park every Monday from April to November.

*Motion by Jane Quairoli, second by James Tesche. Motion passed.*

- b. Resolution #2022-23 – Appointing Members to Regional Police Committee:

*Motion: To approve Resolution #2022-23, a resolution appointing Jane Quairoli and Jim Tesche as the Palmyra Borough representatives serving on the committee tasked with creating a new Regional Police Commission. Motion by Beth Shearer, second by Tom Miller. Motion passed.*

- c. 2023 Budget Discussion: Mr. Powl mentioned an omission in the draft budget. Public Works wanted to add a drinking fountain at Heritage Park and at Memorial Park. The fountains are \$5,000 each, so he will need to add \$10,000 to the parks category.

Councilor Quairoli started the discussion by asking if it is possible to use the American Rescue Plan Act funds for the proposed borough-wide geophysical study. The study was estimated at \$220,000. Mr. Powl indicated that the funds could be used for this purpose.

*Motion: To authorize the use of American Rescue Plan Act funds in the amount of \$220,000 to allow ARM Group, LLC to provide geology, geophysical, and stormwater engineering service to develop a model of the underground areas beneath the Borough that are associated with groundwater flow, sinkhole development, and stormwater management. Motion by Jane Quairoli, second by Don Barry. Motion passed.*

Mr. Powl stated he will adjust the budget according to this decision.

Councilor Quairoli continued her recommendations for the budget as follows: 1) she would like the extra codes officer removed, 2) while agreeing with the idea, she requested the flowers on Main and Railroad Streets be removed so taxpayers aren't burdened when others may be able to provide & maintain, and 3) she asked that the live streaming equipment for the council chambers be reconsidered.

Mr. Powl reminded Council that the live streaming equipment has already been ordered in early 2022 but will not be available before the end of the year. This cost is simply being carried over to 2023.

Councilor Miller stated that the flowers on Main and Railroad Streets will cost the taxpayer 1 ½ cents per day and will brighten up and show pride in the town. He also stated that the additional codes officer is needed to continue the momentum for improvements to the community.

Councilor Tesche and Councilor Barry both agreed with keeping the codes officer in the budget.

President Shearer commented that she needs to review the budget again in more detail. Councilor Catalani agreed. Mr. Powl indicated that Council will need to act on the preliminary budget at their next meeting on November 22<sup>nd</sup> so that it can be properly advertised for the required 10-day public inspection period. Council can make changes to the preliminary budget to create the final budget.

Councilor Quairoli affirmed that she will not be voting in favor of the 2023 budget. She also asked Mr. Powl to research the balance remaining on the Borough's municipal bond loan.

### Reports

- a. President's Report: President Shearer did not have a report.
- b. Fire Department: There was no report.
- c. Police Department: Chief Winters reported he attended a media training class last week. The evidence drying cabinet that the department received through a grant was delivered. He spoke to a senior group at Palmyra Lutheran Church about scams and spoke to the Girl Scouts about the job of policing. Chief Winters also provided an update on the regional police department meeting from November 9<sup>th</sup>. The committee is working on the charter agreement. The next meeting is scheduled for December 14<sup>th</sup>.
- d. Planning Commission: The Commission did not meet in October.
- e. Public Works Department:
  1. Superintendent's Monthly Report: Mr. Powl provided a copy of the October 2022 report.
  2. Borough Properties:
    - a. Municipal Building – 325 S. Railroad Street:
    - b. Public Works Department – 910 E. Broad Street:
    - c. Town Square:
    - d. Vacant Lot – 40 E. Front Street:
    - e. Vacant Lot – Northeast corner of the intersection of N. Lingle Ave and W. Main Street: Mr. Powl provided a copy of Gateway Park Entrance Concept Plan developed by RETTEW. He stated that the budget for the proposal is almost \$370,000, but that includes a 20% contingency rate which is higher than necessary. Ms. Pera commented that the remaining balance with the Palmyra Garden Club Bowman Trust Fund will cover the project costs.

*Motion: To proceed with the projected improvements to the intersection of N. Lingle Avenue and W. Main Street property using funds from the Bowman Trust account for the purposes of providing recreational space. Motion by Jane Quairolì, second by William Garber. Motion passed.*

f. Vacant Lot (Shaffer-Erb Tract) – south side 900 Block East Cherry Street:

3. Cemetery: Ms. Pera reported another burial took place at the cemetery.
4. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park)
5. Refuse & Recycling: Mr. Powl reported that Don Isabella from Waste Management met with staff on Tuesday to discuss any outstanding issues.
6. Sewer System:
7. Sinkholes:
  - a. New:
    1. Walnut Alley between 212 E. Main Street & 220 E. Main Street – Mr. Powl presented a geophysical study of this location which showed a large area for sinkhole activity in Walnut Alley. He also presented a proposal from Compaction Grouting Services, Inc. (CGS) for grouting services in the subsidence location since there is not enough space available to excavate and repair. The cost of the proposed eleven grout locations is \$39,100 to \$50,600. CGS also submitted an additional scope proposal to compaction grout a potential throat to the sinkhole area just to the south, but Public Works will be able to excavate and repair this issue if it becomes necessary.

*Motion: To authorize the Borough Manager to execute the proposal from Compaction Grouting Services, Inc. for repairs to the sinkhole in Walnut Alley for an estimated fee of \$39,100 to \$50,600. Motion by James Tesche, second by Jane Quairolì. Motion passed.*

b. Old:

1. 430 E. Walnut Street: (between curb & sidewalk along S. Franklin St side)
  2. 800 Block E. Main Street: (Center turn lane of US422 in front of Sheetz)
  3. 223 S. Locust Street: (PASD failed injection well)
8. Stormwater Management:
- a. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.): The Borough Engineer has made this project a priority due to the need to request permits from Norfolk Southern Railroad. The permitting and approval process could take up to a year or longer.
  - b. Stormwater Injection Well #11 (W. Walnut St. & S. Green St): Mr. Powl announced that this project has been completed and he will be taking it off future agenda.
  - c. Bio-Swale (west of S. Lingle Ave) MS4 Project Update:
  - d. DEP MS4 Stormwater Permit Issues: Mr. Powl stated that EPA has contacted the Borough with follow-up questions concerning the recent inspection.
9. Street & Alley Maintenance: Mr. Powl reported that Franklin Court was paved last week. Public Works received personnel assistance from North Londonderry Township.

10. Traffic Signals:

- f. Solicitor's Report: Mr. Powl informed Council that the owners of the Filling Station have missed their deadline to pull permits or complete the required storm water improvements. This issue has been sent to the Solicitor for action.
- g. Zoning & Codes Enforcement: Mr. Powl provided a copy of the October 2022 report. There are no hearings scheduled for Monday November 14<sup>th</sup>.

Mr. Powl reported the new business going in the former Food Emporium at N. Forge and E. Broad Streets and they did not apply for any zoning permits. The Zoning Officer has been in contact with the owners.

- h. Borough Manager's Report: There was no additional information to report.

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 Tuesday, November 22, 2022, and Tuesday, December 13, 2022 beginning at 7:00 PM.

Motion to Adjourn

*Motion to adjourn the meeting by Jane Quairola, second by James Tesche. The meeting adjourned at 8:53 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager