

Palmyra Borough Council Meeting
Tuesday, March 8, 2022
7:00 PM

President Beth 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.

Public Comment Period #1

There were no public comments.

Consent Calendar

- a. Approve the minutes of the February 22, 2022, Borough Council meeting.

Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Don Barry. Motion passed.

Action & Discussion Items

- a. Ordinance #814 – Clarifying Requirements for Snow/Ice Removal from Sidewalks:

Motion: To enact Ordinance #814, to clarify regulations governing removal of snow and ice from sidewalks. Motion by Jane Quairoli, second by William Garber. Motion passed.

Reports

- a. President's Report: President Shearer did not have a report.
- b. Financial Report: Both the February 2022 Financial Statement and Delinquent Sewer & Refuse Account Report will be available at the March 22nd meeting.
- c. Fire Department: Mr. Powl reported that the Fire Department is working to submit the casino grant.
- d. Police Department: Chief Winters reported that the in-car cameras have arrived and are in the process of being installed in the patrol vehicles.
- e. Planning Commission: Borough Manager Powl
1. E. Ridge Road – Melrose – Preliminary Plan & Phase #1 Final Plan:
Motion: To accept an extension of time for the review of the E. Ridge Road – Melrose Preliminary Plan and Phase #1 Final Plan, expiring May 27, 2022, as recommended by the Palmyra Planning Commission. Motion by Jane Quairoli, second by Don Barry. Motion passed by a 6-1 vote with Beth Shearer voting against the motion.
 2. Rolling Thunder Express Car Wash Plan – 800 E. Main Street: Mr. Powl explained that the plans were introduced and explained to the Planning Commission. Mr. Powl stated that the plans will include a drive through state-of-the-art car wash to be located on the northeast corner of the Klick-Lewis property directly across the street from Sheetz. Mr. Powl explained that if the Planning Commission recommends a conditional approval of the plans at the March 23rd Planning Commission meeting, Borough Council may do the same at the April 12th Council meeting.

f. Public Works Department:

1. Superintendent's Monthly Report: Mr. Powl provided a copy of the February 2022 report.
2. Borough Properties:
 - a. Municipal Building – 325 S. Railroad Street:
 1. Front Door Replacement Status: Work is scheduled to begin Wednesday March 9th
 - b. Public Works Department – 910 E. Broad Street:
 - c. Town Square: New clock is awaiting installation by Verdin
 - d. Vacant Lot – 40 E. Front Street:
 - e. Vacant Lot – Northeast corner of the intersection of N. Lingle Ave and W. Main Street
 - f. Vacant Lot (Shaffer-Erb Tract) – south side 900 Block East Cherry Street:
 1. Mr. Powl commented that the Borough is receiving mulch from Derry Township because it is part of the Waste Management contract for delivering the Borough's yardwaste to Derry Township's compost facility. Derry Twp has too much mulch and they need to get rid of it. The Public Works crew has prepared an area on the Shaffer-Erb tract along the 900 Block of E. Cherry Street to stockpile the mulch and provide it for free to the residents of the Borough. The crew placed millings at the entrance opposite Member's First Drive to allow for easier access and for the stockpile to be placed on. The stockpile will be advertised in the newsletter and on the website.
3. Cemetery: There was no report.
4. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park)
 1. Southeast Park – Mr. Powl reported that Ensminger Field was moved last year from the center of the open field to the northwest corner of the park. The Public Works staff inquired if anyone was using the field because it does not make sense to continue to spend the money to maintain the field if nobody is using it. Mr. Powl reached out to PARPC Director Tina King, who suggested that contact be made with the Palmyra Civic Baseball Association. Mr. Powl talked to Derek Ulrich, President of Civic Baseball, and it was learned that Civic Baseball no longer desires to use Ensminger Field due to past troubles with PARPC and the residents surrounding Southeast Park. He asked Mr. Powl if the field at Memorial Park could be used for his younger players and Mr. Powl asked for a schedule to determine that no conflicts exist preventing them from having the availability to use the ball field. Mr. Powl then checked with Heidi Hershey, Program Director at PARPC, and she indicated PARPC has a need for softball fields for their Rec teams to practice on. She will provide the Borough with dimensions for a softball field so the Public Works crew can prepare Ensminger Field for use as a softball field.

He also reported that the three new LED parking lot light posts have been installed at the park and they are controlled by dusk to dawn photocells on each light post.
 2. Memorial Park - Mr. Powl also mentioned the available open space at Memorial Park and shared a few ideas of what could be placed in the area to enhance recreational activities for the community. A street/roller hockey rink, basketball courts, and a skateboard area were mentioned. Mr. Powl suggested a survey be placed in the next newsletter to solicit ideas from the community. He said the goal would be to seek grant funding to enable construction of the new facilities.
5. Refuse & Recycling: Mr. Powl informed Council that a new General Operations Manager and Route Manager have been named for Waste Management. He is hoping to meet with them soon.

6. Sewer System:
 - a. Sewer Extension Construction & Materials Specifications Book: Mr. Powl explained that the Borough is still using a sewer spec book written by Gannett Fleming in 1992. The Borough Engineer recommends that the Borough update their sewer specs to be in line with North Londonderry Township since we are a customer of their treatment plant and since the 1992 spec book is out of date with current materials, etc. North Londonderry Twp just updated their spec book in 2022. An ordinance will be required to make this change.
 - b. Pump Station #3 (West Broad St – west of N. Locust St) - Relocation: There is nothing new to report.
 - c. Mr. Powl reported that the Significant Industrial Users (ASK Foods, Inc., and Palmyra Bologna) need updated discharge permits. Historically, the Borough has also required sampling analysis from McDonald's, Wendy's, Hershey Laundry, and LIT Palmyra (General Mills). Other than ASK Foods, Inc. and Palmyra Bologna, these businesses do not meet the PA DEP definition of a significant industrial user as it pertains to wastewater. The Borough intends to discontinue sampling of these businesses. Council agreed with that decision. Letters will be sent to the businesses advising them of this change.
7. Sinkholes:
 - a. New:
 1. Division Street between N. Grant St & N. Lincoln St – This reported sinkhole turned out to be only a deep pothole.
 2. 430 E. Walnut Street: (between curb & sidewalk along S. Franklin St side)
 - b. Old:
 1. 223 S. Locust Street: (PASD failed injection well)
 2. 800 Block E. Main Street: (Center turn lane of US422 in front of Sheetz)
 3. 123 E. High Street: Mr. Powl reported that Waste Management has hired a contractor (Lobar) to remediate their sinkhole.
 4. South Harrison Street (between E. Cherry St and South Ave)
8. Stormwater Management:
 - a. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.): Mr. Powl informed Council that the Borough Engineer finished collecting survey data and confirmed that there is enough room to get under the railroad tracks. RETTEW will work on the information to submit to Norfolk Southern Railroad.
 - b. Stormwater Injection Well #11 (W. Walnut St. & S. Green St): The Borough is still waiting for the geophysical study data report from ARM Group, Inc.
 - c. Bio-Swale MS4 Project Update: The Department of Community and Economic Development (DCED) has opened a Watershed and Restoration Protection Program grant. The Borough can apply for the grant for the South Lingle Avenue stormwater outfall area. RETTEW is working on information to be included in the grant and a meeting with the property owners abutting the areas will need to be established.
9. Street & Alley Maintenance: The Public Works crew is waiting until the last of the frost is out of the ground to begin repairs on streets and alleys.
10. Traffic Signals: There is nothing to report.

g. Solicitor's Report: (Solicitor Cleary)

1. Ordinance #815 - Zoning Ordinance Amendment: Mr. Powl stated that the required public hearing is scheduled for the April 12th meeting. This hearing must be held before the ordinance can be enacted.
2. Local Economic Revitalization Tax Assistance Act (LERTA), letter dated 2/24/22. Mr. Powl indicated that the developers for the N. Harrison Street property (former Aradiant building) are requesting consideration for tax assistance to lessen the tax obligation for redevelopment of the property. The tax assistance would be for all taxing authorities and each level, County, Borough, School District, would need to agree to provide the assistance. The term for the assistance can be made to fit the need spread over a 10-year period. The developer will need to contact the School District and County with their request. Nothing needs to be done at this time. Council can consider the request at the time it is submitted.

h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the February 2022 report.

i. Borough Manager's Report:

1. New County Radio System Update: Mr. Powl indicated that the County is looking to purchase a new county-based radio system and the Borough has been asked if they want to include the Public Works radios with this update. The pro to this is the County is purchasing the radios. However, the con to this is the Borough would lose its private channel. Mr. Powl did not see a need to move to the County radio system but mentioned that there might be value in having at least a base station and/or a portable to communicate with other County radio users during emergency situations.
2. Lebanon Transit Bus Stops: Mr. Powl received a complaint about the trash and cigarette butts around the bus stop in front of 33 E. Main St. Mr. Powl investigated and found that the bus does not appear to be stopping in the area the Borough has designated in the Code of Ordinances for bus stops. So, Mr. Powl reached out to the Lebanon Transit Authority to determine where the specific bus stops are in the Borough. There are no bus stop signs where the bus appears to be stopping so people are using different areas, such as the second block of East Main Street, to catch the bus. He is waiting to hear from the Director to discuss this further so that the actual bus stops could be properly signed, indicated in the Code of Ordinances, and maybe trash receptacles provided.

Communications

- Mr. Powl provided a letter dated February 24, 2022 from Swatara Watershed Association seeking a proclamation endorsing the Swatara Sojourn.
- Mr. Powl provided a letter dated March 1, 2022 from PA DEP acknowledging submission of the annual MS4 stormwater report is complete and acceptable.

Other Business

- Councilor Miller commented that he will be attending the Grant Writing Seminar being offered by Senator Gebhard's office.

Public Comment Period #2

There were no public comments.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, March 22, 2022, and Tuesday April 12, 2022, beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairoli, second by William Garber. The meeting adjourned at 8:01 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager