

Palmyra Borough Council Meeting
 Tuesday July 26, 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, William Garber, Tom Miller, Jane Quairola, and James Tesche Also, in attendance were Police Chief Andy Winters, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Anthony Catalani and Mayor Fred Carpenter were 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 July 12, 2022 Borough Council meeting.
- b. Approve payment of all bills listed on the June 2022 Detailed Check Listing Report.
- c. Approve the Treasurer’s Report for the period June 1 through June 30, 2022:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$2,599,425	\$808,003	\$558,940	\$30,640	\$5,883	\$217,241
YTD Expenses	\$1,817,939	\$458,218	\$547,555	\$36,526	\$27,168	\$0
Difference	\$781,486	\$349,784	\$11,386	\$ (5,887)	\$(21,285)	\$217,241
Fund Balance	\$1,480,148	\$315,663	\$241,977	\$1,339,897	\$2,180,637	\$265,936

	Library Tax Fund	Police Health Care Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund	Fire Protection Tax Fund
YTD Revenue	\$27,051	\$54,572	\$135	\$298	\$170,159	\$233,532
YTD Expenses	\$12,000	\$4,076	\$0	\$0	\$0	\$72,931
Difference	\$15,700	\$50,496	\$135	\$298	\$170,159	\$160,601
Fund Balance	\$18,354	\$313,188	\$120,797	\$42,839	\$534,268	\$166,601

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

Action & Discussion Items

- a. Ordinance #818 – Chapter 350 (Motor Vehicles & Traffic) – Handicap Parking & Street Sweeping:

Motion: To enact Ordinance #818, to revise the list of handicap parking spaces in Section 350-26 and to correct an error in Section 350-27.B(1) (Street Sweeping):

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

- Add – South Lincoln Street – West Side – Handicap Parking – 404 S. Lincoln Street*
- Add – North Locust Street – East Side – Handicap Parking – 10 N. Locust Street*
- Remove – North Harrison Street – East Side – Handicap Parking – 136 N. Harrison Street*
- Remove – North Chestnut Street – West Side – Handicap Parking – 501 N. Chestnut Street*

2. Section 350-27.B(1) (Street Sweeping – Prohibited Parking): Change the 1st Monday to the 1st Wednesday

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: Mr. Powl provided a copy of the June 2022 report.
- c. Fire Department: There was no report.
- d. Library Report: Councilor Quairoli provided a copy of the June 2022 report. She also noted that the recent Book Sale raised \$11,116.
- e. Police Department: Chief Winters provided a copy of the June 2022 report. He informed Council that the County is looking into a record management system (RMS) to benefit the entire County. The County is looking to pay the first three years of the contract but needs to determine how many municipalities would use the system to determine the return on investment. The Borough would have some fiscal responsibility with the program, but he is not sure about the total commitment yet. Although, if the Department would move to the County RMS system, there would be no need to continue with the In-Synch system diverting those funds to the new RMS program. Chief Winters will share more information as it becomes available.

Chief reported that he is currently working on a grant to obtain an evidence drying rack. He announced National Night Out to be held on August 2, 2022 at the Buck Swank Stadium. He also commented that the Department issued a Solicitation permit and placed the information on the Crime Watch page for residents to verify that the permit was issued.

Councilor Barry remarked about the number of vehicles on Main Street that are parking two wheels on the curb. Chief Winters will have the officers keep watch for this behavior.

- f. Recreation Commission: Councilor Quairoli announced that there was no quorum for the June meeting and there is no July meeting scheduled.
- g. Solicitor's Report: There was no report.
- h. Borough Manager's Report:
 1. Streetlights - Conversion to LED: As requested at the previous meeting, Mr. Powl researched the issue of changing the streetlights from high pressure sodium (HPS) fixtures to new LED fixtures. The information he received from the Met-Ed (First Energy) program is as follows:

- HPS lights that have been installed and/or upgraded by Met-Ed within the last 20 years are subject to a remaining life and removal cost. The Borough currently has approximately 577 fixtures. (\$234 remaining life cost + \$67 removal fee X 577 fixtures = \$173,677 total cost over 10+ year replacement cycle)
- Met-Ed owns the fixtures and will only upgrade 12-50 lights per year grouped together geographically. They do not turn over ownership to a municipality. If the municipality wants to own its lights Met-Ed will remove all of their fixtures and energize the municipality's new fixtures.
- Met-Ed requires a Street Lighting Agreement to proceed with the LED upgrade.

Mr. Powl also contacted DEP to discuss the switch to LED lights. He had seen that a group of 35 municipalities in the Philadelphia (PECO Energy) area worked together with DEP to have all their lights upgraded to LED under one contract. The DEP representative confirmed that, unfortunately, Met-Ed views streetlights as a money maker for the company, so they are not proactive in switching to the LED fixtures unless requested by the municipality. Mr. Powl provided the DEP representative with the Borough's streetlight electric bills to determine the cost savings in electricity costs after upgrading to LED to determine the return-on-investment period. DEP determined that the Borough would save \$36,000 per year after all the streetlight fixtures have been upgraded. Therefore, the lights would pay for themselves within 4-5 years after replacement.

Mr. Powl also expressed his opinion that the Borough may have more streetlights than what are really necessary in certain areas of the Borough given that the new LED fixtures cast a narrower depth and wider beam of light down the road surface but, would like that verified by a lighting consultant. He spoke to the Borough Engineer to determine if there are any consultants that can help the Borough determine the number of streetlights needed in the municipality so a more accurate total replacement cost can be developed.

Additional information will be shared with Council as it becomes available.

2. Heritage Park Basketball Court Surface Repair: Mr. Powl reported that the basketball court surface has been repaired.

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, August 9, 2022, and Tuesday, August 23, 2022 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairoli, second by James Tesche. The meeting adjourned at 7:34 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager