

Palmyra Borough Council Meeting  
 Tuesday February 28, 2023  
 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, James Tesche, and Jane Quairoli. 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

The following agenda items were acted upon by a single motion:

- a. Approve the minutes of the February 14, 2023 Borough Council meeting.
- b. Approve payment of all bills listed on the January 2023 Detailed Check Listing Report.
- c. Approve the Treasurer’s Report for the period January 1 through January 31, 2023:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$101,079	\$317,041	\$220,525	\$3,594	\$8,259	\$58
YTD Expenses	\$229,145	\$54,304	\$96,051	\$45,610	\$0	\$0
Difference	\$(128,066)	\$262,737	\$124,474	\$(42,017)	\$8,259	\$58
Fund Balance	\$542,391	\$366,981	\$293,920	\$1,778,764	\$2,111,276	\$57,022

	Library Fund	Police Health Care Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund	Fire Protection Tax Fund
YTD Revenue	\$125	\$0	\$204	\$44	\$544	\$3,174
YTD Expenses	\$0	\$1,654	\$0	\$0	\$0	\$4,591
Difference	\$125	\$(1,654)	\$204	\$44	\$544	\$(1,417)
Fund Balance	\$2,041	\$303,900	\$201,605	\$43,766	\$536,724	\$4,915

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

Action & Discussion Items

- a. ShadowStone Easement Agreement:

*Motion: To authorize the Borough Council President to execute the ShadowStone Easement Agreement. Motion by Jane Quairoli, second by James Tesche. Motion passed.*

b. Resolution #2023-06 – Grant in Lieu of Condemnation to Acquire Stormwater Easements:

*Motion: To approve Resolution #2023-06, authorizing the acquisition by the exercise of the right of Eminent Domain or acceptance of a grant in lieu of condemnation of stormwater drainage, access, and other associated easements. Motion by James Tesche, second by Jane Quairoli. Motion passed.*

c. Bid Award – 2023 Paving Projects:

*Motion: To authorize the Borough Manager to issue a Notice of Intent to award a contract to Pennsy Supply, Inc. in the amount of \$453,151.85 for the milling, base repair, and paving of the following streets:*

- *N. Penn St. from E. Main St. to E. High St.*
- *E. High St. from N. Penn St. to N. Forge Rd.*
- *N. Green St. from E. Main St. to E. Broad St.*
- *N. Franklin St. from E. main St. to E. Broad St.*
- *E. High St. from Dead-End (at N. Grant St.) to N. Franklin Street*

*Motion by Don Barry, second by Tom Miller. Motion passed.*

d. Municipal Building Renovations – Council discussed the needed updates to the building and the cost of \$58,750 for bid documents, bid management, and construction management by Beers & Hoffman Architecture. The interior renovations proposed are as follows:

Police Department:

- Reconfiguration of locker room and lounge area (approx. 450 SF) to provide more locker room area.
- Reconfiguration of patrol room and interview room (approx. 475 SF) to provide three private offices.
- Reconfiguration of evidence room and adjacent corridor (approx. 280 SF) to enlarge the evidence room.'
- Investigate & provide solutions for ventilation hood exhaust issues in the evidence processing room.
- Modification of roof trusses as required for installation of mechanical access attic hatch.

Administration Offices:

- Subdivide the existing work area room to provide a new private office.
- Addition of door between copy room and adjacent storage room

Councilor Catalani inquired why Annville Township was not paying part of this cost since most of the changes are to accommodate the new regional police department. However, the majority of renovations in the Police Department are necessary regardless of creating a regional department.

*Motion: To approve the proposal from Beers & Hoffman in the amount of \$58,750 for the creation of Contract Documents, Bid Management, and Construction Management to be expensed from Capital Reserve Fund Budget Line item #30.409.600 (Government Buildings/Capital Construction). Motion by Tom Miller, second by William Garber. Motion passed.*

## Reports

- a. President's Report: President Shearer did not have a report.
- b. Financial Report: Mr. Powl provided a copy of the January 31, 2023 report.
- c. Fire Department: There was no report.
- d. Library Report: Councilor Quairoli provided a copy of the January 2023 report.
- e. Police Department: Chief Winters provided a copy of the January 2023 report. He also mentioned that the Regional Police Department Committee will be meeting again on March 8<sup>th</sup>. Chief Winters outlined the various training classes that the Officers have attended and those coming up.
- f. Recreation Commission: The Director's report was emailed on February 10<sup>th</sup>. Councilor Quairoli reported that the Commission did not meet in February because the Director was ill.
- g. Solicitor's Report: There was no report.
- h. Borough Manager's Report:
  1. Sinkhole Repair Update - Apple Alley & S. Franklin St: Mr. Powl provided an email from the Senior Project Manager from CGS, Inc. and Dr. William Seaton of ARM Group, Inc. concerning the need to add ten grout holes within the area of the grout holes already completed due to higher amounts of grout injected than was expected. Mr. Powl mentioned that the drillers were down thirty feet in one grout hole when the drill bit fell another thirty feet uninhibited. The additional grout holes will help knit the repaired area together to reduce the chance of further future subsidence. The estimated additional cost will be between \$35,500 and \$48,000 depending on the quantity of grout.

*Motion: To approve the drilling and compaction grouting of ten additional holes in the Apple Alley and S. Franklin Street location with costs not to exceed \$48,000. Motion by Tom Miller, second by Anthony Catalani. Motion passed.*
  2. N. Prince & E. High St - Street Vacation Ordinance Update: Mr. Powl stated that survey plat drawings of the right of ways being vacated need to be produced to be included in the ordinance vacating the street. J.D. Byrider is having difficulty securing a civil engineer for the portion of the right of way being vacated on their property. Mr. Powl suggested having the Borough Engineer prepare the survey drawings needed and have J.D. Byrider reimburse the Borough for their portion. Doug Lewis of J.D. Byrider was fine with this arrangement and Borough Council agreed.
  3. Electricity Supply Contract Renewal (3-years): Mr. Powl mentioned that the current three-year contract with Constellation Energy for electric supply was expiring, so he investigated a new contract through APPI Energy. Fortunately, it was a good time to bid for new rates and a new distributor was found that will lock in another three-year contract. The Borough is currently paying \$.04657/kwh. The new rate will be \$.06700/kwh with Freepoint Energy, which is 44% higher. This rate is good compared to the current Met-Ed Reference rate of \$.12570/kwh, or 170% higher.

4. Lebanon County Emergency Management Hazard Mitigation Plan is required to be updated since it has been 5-years since it was last updated. Mr. Powl and other municipal representatives attended a meeting with Lebanon County Department of Emergency Service personnel and learned that certain paperwork is required from each municipality by the end of March 2023. Mr. Powl will submit the information as requested.

#### Other Business

- Councilor Garber complained about the trash that blows off the property at 757 N. Lincoln Street. He asked if the Codes Officer could take a look at the property.
- Councilor Barry stated that legislation is being introduced to prohibit individuals to carry firearms inside a municipal building. The legislation will require all firearms to be placed in a lock box.

#### 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 14, 2023, and Tuesday, March 28, 2023 beginning at 7:00 PM.

#### Motion to Adjourn

*Motion to adjourn the meeting by Jane Quairola, second by Anthony Catalani. The meeting adjourned at 7:51 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager