

Palmyra Borough Council Meeting
Tuesday July 11, 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 Quairolì. 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

- Greg Reed, 233 E Hazel Street, expressed his opposition to lighting the walking path at Memorial Park.

Consent Calendar

- a. Approve the minutes of the June 27, 2023, Borough Council meeting.

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

Action & Discussion Items

- a. Bid Award - Municipal Building Renovations:

Motion: To authorize the Borough Manager to issue a Notice of Intent to award a contract to Kinsley Construction in the amount of \$ \$293,369 for the renovations necessary to the Municipal Building to accommodate the Western Lebanon County Regional Police Department and to add an additional office for an Assistant Zoning/Codes Enforcement Officer. Motion by James Tesche, second by Tom Miller. Motion passed by a 5-2 vote with Councilors Quairolì and Catalani voting against the motion.

Reports

- a. President's Report: President Shearer expressed her condolences and good wishes to Rapho Township on the recent loss of their public works facility and damage to the municipal building as a result of an explosion on July 5th.
- b. Financial Report:
1. Financial Statement: The June 2023 report will be available at the July 25, 2023 meeting.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the June 2023 report.
- c. Fire Department: Mr. Powl provided a copy of the June 2023 report.
- d. Police Department: Chief Winters reported that the new vests he ordered with ballistics shields to stop high caliber rifle rounds have arrived. He also informed Council that Annville Township Police Department is undergoing a shortage in staff for several reasons. The Township asked to purchase patrol service from the Borough before the regional department is completed. Mr. Powl indicated that an Intermunicipal agreement will likely be needed to include a Contract For Service, but he would reach out to the Solicitor to begin those conversations. Council agreed to explore a plan to provide service as long as the Borough coverage is not affected.
- e. Planning Commission: The Commission did not meet in June.

f. Public Works Department:

1. Superintendent's Monthly Report: Mr. Powl provided a copy of the June 2023 report.

2. Borough Properties:

a. Municipal Building – 325 S. Railroad Street:

- Mr. Powl reported that Sage Technologies finished and tested the equipment installed and provided training on conducting live video streaming of meetings conducted in Council Chambers. Ms. Pera provided a sneak preview of the live stream program that will air on the Borough's YouTube channel. The next meeting will be the first live streamed meeting.

b. Public Works Department – 910 E. Broad Street:

- Cell Tower Update: Mr. Powl commented that he has not heard anything new about the proposed cell tower at 910 E. Broad Street, so he is going to remove this item from the agenda until he hears more information.

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 commented that he reached out to Derry Township to inquire why they were no longer mowing the remnant lots from the intersection upgrade like they have for the past 13 years. He was told that the lots were retained in the original owner's names and the township was taking care of the lots because Dauphin County made an error when assigning ownership. They will be notifying the owners that they must maintain their section of the lot in Derry Township. The Borough will need to contact the owners about maintaining the section of each lot that lies within the Borough.

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

3. Cemetery:

4. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park)

a. Lighted Walking Path – Rough Cost Estimate: Mayor Carpenter mentioned his opposition to placing lights on the walking path at Memorial Park due to past vandalism. Council agreed that no information has been presented to them about costs, so they have nothing to base a decision on. They only asked Mr. Powl to research the cost of the project.

b. Mr. Powl informed council that the paving bids came in lower than anticipated and there is approximately \$130,000 left for paving in the budget. He mentioned using some of those funds to pave a new walking path around the perimeter of Southeast Park. Councilor Quairola was against this because the funds could be used for something else. Council agreed that the trail should be constructed with stockpiled road millings first to see what the level of use will be.

c. Councilor Catalani asked about the basketball court at Heritage Park. Mr. Powl commented that the surface coating is beginning to pop again because the integrity of the base is no longer good. The only way to repair the base is to mill it up and replace with a new concrete surface. The court is not regulation size, so he is working with Public Works on a cost estimate for our crew to remove and reconstruct a new regulation size basketball court since there is enough room at the park to make that change.

5. Refuse & Recycling:
6. Sewer System:
7. Sinkholes:
 - a. New: None
 - b. Old:
 1. 800 Block E. Main Street: (Center turn lane of US422 in front of Sheetz)
 2. 223 S. Locust Street: (PASD failed injection well)
 3. N. Green Street (east side) just north of E. Main Street
8. Stormwater Management:
 - a. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.): The Borough received a draft permit from Norfolk Southern and would have to pay the railroad approximately \$43,000 to have the permit executed. The Borough engineer recommends bidding the project before signing the permit to determine the cost of the project to move forward.
 - b. MS4 Bio-Swale Project Update (west of S. Lingle Ave): The Engineer finished the metes and bounds and plats for the project. The information was forwarded to the Borough Solicitor for easement agreements. Once received, a meeting will be scheduled with the property owners to discuss.
9. Street & Alley Maintenance:
10. Traffic Signals:
- g. Solicitor's Report: There was no report
- h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the June 2023 report.
 1. Results of Zoning Hearing Board hearings conducted on Monday July 10th:
 - a. 919 E. Pine Street (Travis M. Duncan):
 - APPROVED: Seeking a variance of Section 380-14>G (area & Design Requirements – Side -yard Setbacks) from the required 10-foot side-yard setback to 6-feet to construct a 4-car garage addition.
- i. Borough Manager's Report:
 1. Cherry Street & Railroad Street Traffic Signal Warrant Study Update: Mr. Powl mentioned the study was about complete and it shows that the intersection meets warrants for a traffic signal. Estimates for installation of the signal would be in the neighborhood of \$400,000. Council will review the report when it is received.

Other Business

- Councilor Garber inquired about the status of the borough-wide geophysical study.
- Chief Winters mentioned that he will not be able to attend the next meeting.
- Ms. Pera stated that she will not be able to attend the September 26th meeting.

Public Comment Period #2

- Greg Reed, 233 E. Hazel Street, asked how the lights would be paid for and provided additional comments on his opposition to the lights at Memorial Park. He also complained about the security cameras at the park.

- Todd Gottshall, 511 E. Cherry Street, recommended selling Heritage Park and using the funds for upgrades at the other parks. He suggested planting more trees around the trail at Memorial Park and stated he believes lighting the trail will bring undesirables to the park after dark.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, July 25, 2023, and Tuesday, August 8, 2023 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairola, second by James Tesche. The meeting adjourned at 7:47 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager