

Palmyra Borough Council Meeting  
 Thursday October 22, 2020  
 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 Tom Miller, Jane Quairoli, Joe Templin and James Tesche. Also, in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, and Police Chief Andrew Winters. Don Barry joined the meeting at 7:13 PM. Mayor Fred Carpenter and Josh Holl were absent from the meeting.

Announcements

President Shearer announced that the Borough Council held an executive session at the conclusion of the Thursday October 8<sup>th</sup> meeting to discuss personnel and real estate issues as permitted by the Pennsylvania Sunshine Act. Any official action resulting from the Executive Sessions will occur at a future public 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 October 8, 2020 Borough Council meeting.
- b. Approve payment of all bills listed on the September 2020 Detailed Check Listing Report.
- c. Approve the Treasurer's Report for the period September 1 through September 30, 2020:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$3,069,523	\$1,183,951	\$797,096	\$6,900	\$13,958	\$227,575
YTD Expenses	\$2,441,436	\$1,049,568	\$756,248	\$494,325	\$3,716	\$0
Difference	\$628,087	\$134,384	\$40,848	\$(494,325)	\$10,242	\$227,575
Fund Balance	\$1,677,186	\$667,781	\$371,079	\$873,753	\$1,483,618	\$459,773

	Library Fund	Police Health Care Fund	Town Square Reserve Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund
YTD Revenue	\$28,111	\$38,508	\$23	\$70,180	\$247	\$137,987
YTD Expenses	\$26,000	\$24,800	\$0	\$0	\$1,240	\$6,377
Difference	\$2,111	\$13,708	\$23	\$70,180	\$(993)	\$131,610
Fund Balance	\$3,182	\$229,707	\$3,960	\$90,367	\$41,718	\$234,983

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

Action & Discussion Items

There were no action items

### Reports

- a. President's Report: President Shearer announced Trick or Treat will take place on October 29<sup>th</sup> from 6 PM to 8 PM. Participants are asked to follow the CDC Guidelines for masks and social distancing.
- b. Financial Report: Mr. Powl provided a copy of the Financial Statement as of September 30, 2020.
- c. Fire Department: There was nothing new to report.
- d. Library Report: Councilor Quairoli provided a copy of the October 2020 report. She also reported that the Library was approved to receive \$25,000 in CARES Act funding.
- e. Police Department: Chief Winters provided a copy of the September 2020 report and highlighted changes in the report due to the state reporting system being down. He also provided a copy of the reports generated by the new electronic speed signs that have been deployed throughout the Borough.
- f. Recreation Commission: Councilor Quairoli stated that the Commission just met the prior evening, so there is no report yet.
- g. Solicitor's Report: Mr. Powl informed Council that two more businesses, Rite Aid and the Cedar Palmyra Shopping Center have submitted appeals to the PA Supreme Court for their County Assessment. This follows closely to the decision rendered by the PA Supreme Court for CVS. The CVS decision required the Borough to reimburse CVS for the entire tax rebate amount at once. Mr. Powl stated that Council can request Solicitor Cleary to enter an appearance before the Supreme Court to represent the Borough and possibly work out a multi-year repayment.

*Motion: To request the Borough Solicitor to enter an appearance before the PA Supreme Court in Rite Aid of Pennsylvania Inc. v. Lebanon County and Cedar-Palmyra, LLC v. Lebanon County Board Assessment Revision. Motion by Jane Quairoli, second by James Tesche. Motion passed.*

- h. Borough Manager's Report:
  1. Revised 2021 Budget Schedule – Mr. Powl informed Council of changes to the budget schedule due to his changing tactics with the 2021 budget. In the past he provided a copy of the draft budget at the end of October that contained only the budget line item charts and no narratives, descriptions, and supporting documents. This year he is preparing a full draft preliminary budget, including all the budget narratives, descriptions, and supporting documents identical to a typical final budget, which will give Council a full perspective on the 2021 plan. He anticipates providing the draft preliminary budget on November 6<sup>th</sup> so that Council has time to review prior to the November 12<sup>th</sup> meeting.
  2. Mr. Powl reported that E. Oak Street will be paved on October 23<sup>rd</sup> and should reopen for the weekend.
  3. Mr. Powl stated that PennDOT is planning on fixing the dip in the crosswalk at Main and Railroad Streets on October 23<sup>rd</sup>.
- i. Zoning & Codes Enforcement:
  1. Zoning Hearing Board: Mr. Powl shared the results of the hearing conducted on October 12<sup>th</sup> -
    - a. 626 E. Oak Street – Jessica & Patrick Maloy: Granted a Variance of Section 380-14.G (35' front-yard setback) to allow for an existing 10'6" x 22'4" attached single-car garage to be removed and replaced with a new 24' x 27' attached two-car garage with a 10-foot setback from the unnamed north/south alley where 35-feet is required.

Other Business

- Considering the most recent accidents at S. Forge Rd. and E. Cherry St, President Shearer announced that the flashing red lights that are to be added to the top of the stop sign posts at S. Forge Rd and E. Cherry St have been ordered but, are on back order. Once the lights are received, they will be installed immediately.
- Ms. Pera announced that approximately 60 citations were issued to rental property owners that did not complete their 2020 rental registrations.

Public Comment Period #2

- William Garber, 725 N. Grant St, inquired if PennDOT plans to investigate the drain at E. Ridge Road and N. Grant St. Mr. Powl reported that PennDOT is searching their archives for any information, drawings, etc. that they may have on record.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Thursday, November 12, 2020, and Tuesday, November 24, 2020 beginning at 7:00 PM.

Motion to Adjourn

*Motion to adjourn the meeting by Jane Quairolì, second by Joe Templin. The meeting adjourned at 7:30 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager