

Palmyra Borough Council Reorganization Meeting
Monday January 3, 2022
7:00 p.m.

Mayor Fred Carpenter 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, Tom Miller, Beth Shearer, Councilor-Elect Anthony Catalani, Councilor-Elect William Garber, Councilor-Elect Jane Quairoli, and Councilor-Elect James Tesche. Police Chief Andy Winters and Assistant Borough Manager Brenda Pera were present at the meeting. Borough Manager Roger Powl joined the meeting via Zoom.

Newly Elected Borough Council Members Sworn in by Mayor

Mayor Carpenter administered the Oath of Office to Anthony Catalani, William Garber, Jane Quairoli, and James Tesche. All candidates signed their Oath of Office and their Affidavit of Residency.

Council Reorganization

Mayor Carpenter read the following instructions –

- Nominations for Officers do not require seconds.
- Nominee may decline nomination immediately, or after a vote is taken.
- Persons may nominate themselves.
- Nominations will be voted on in the order in which they were nominated.
- The first Nominee to achieve a majority vote shall be declared elected to the position by the Mayor, and no votes are taken on any remaining Nominees.
- If only one person is nominated for a position and the Nominee does not decline the nomination, the Mayor may declare that Nominee elected to the position by unanimous consent, and no vote is necessary.

Election of Council President and Vice President: Mayor Carpenter opened the floor for nominations for President.

- Don Barry nominated Beth Shearer.

Since there were no other nominations, Mayor Carpenter closed nominations for Council President and proclaimed Beth Shearer as President by acclamation.

Mayor Carpenter opened the floor for nominations for Vice President.

- Don Barry nominated Tom Miller.

Since there were no other nominations, Mayor Carpenter closed nominations for Council Vice President and proclaimed Tom Miller as Vice President by acclamation.

Mayor Carpenter relinquished the gavel to the new Council President who presided over the remainder of the meeting.

Public Comment Period #1

- There were no public comments.

Appointments

a. Resolution #2022-01 – Appoint Borough Manager/Secretary:

Motion: To approve Resolution #2022-01, a resolution to re-appoint Roger E. Powl to serve as the Borough Manager/ Secretary, at the discretion of Borough Council, until the First Monday of January 2024. Motion by Tom Miller, second by James Tesche. Motion passed.

b. Resolution #2022-02 – Appoint Assistant Borough Manager/Assistant Secretary/Assistant Treasurer:

Motion: To approve Resolution #2022-02, a resolution to re-appoint Brenda L. Pera to serve as the Assistant Borough Manager /Assistant Secretary/ Assistant Treasurer, at the discretion of Borough Council, until the First Monday of January 2024. Motion by Beth Shearer, second by Tom Miller. Motion passed.

c. Resolution #2022-03 – Appoint Treasurer:

Motion: To approve Resolution #2022-03, a resolution to re-appoint Christine L. Donough to serve as the Treasurer, at the discretion of Borough Council, until the first Monday of January 2024. Motion by Don Barry, second by James Tesche. Motion passed.

d. Resolution #2022-04 – Appoint Zoning Officer & Codes Enforcement Officer:

Motion: To approve Resolution #2022-04, a resolution to re-appoint Michelle A. Bowman, to serve as the Borough Zoning Officer / Codes Enforcement Officer and to re-appoint Light-Heigel Associates, Inc., 430 E. Main St., Palmyra, PA 17078, as the PA Uniform Construction Code (UCC) Building Code Official, at the discretion of Borough Council, until the First Monday of January 2024. Motion by James Tesche, second by William Garber. The motion passed by a 6 to 1 vote with Jane Quairoli voting against the motion.

e. Resolution #2022-05 – Appoint Borough Solicitor:

Motion: To approve Resolution #2022-05, a resolution to re-appoint Josele Cleary of Morgan, Hallgren, Crosswell & Kane, P.C., 700 N. Duke Street, Lancaster, PA 17604 to serve as the Borough Solicitor, at the discretion of Borough Council, until the First Monday of January 2024. Motion by Tom Miller, second by James Tesche. Motion passed.

f. Resolution #2022-06 – Appoint Borough Engineer:

Motion: To approve Resolution #2022-06, a resolution to re-appoint Mike Knouse, PE of RETTEW Associates, Inc., 5031 Richard Lane, Suite #111, Mechanicsburg, PA 17055, to serve as the Borough Engineer, at the discretion of Borough Council, until the First Monday of January 2024. Motion by James Tesche, second by Don Barry. Motion passed.

g. Resolution #2022-07 – Appoint Borough Sanitary Sewer Engineer:

Motion: To approve Resolution #2022-07, a resolution appointing Mike Knouse, PE of RETTEW Associates, Inc., 5031 Richard Lane, Suite #111, Mechanicsburg, PA 17055 to serve as the Borough Sanitary Sewer Engineer, at the discretion of Borough Council, until the First Monday of January 2024. Motion by Beth Shearer, second by James Tesche. Motion passed.

h. Resolution #2022-08 – Appoint Vacancy Board Chairman:

Motion: To approve Resolution #2022-08, a resolution to appoint Brian C. Craig to serve a one (1) year term as the Borough Council Vacancy Board Chairman, expiring December 31, 2022. Motion by James Tesche, second by Don Barry. Motion passed.

i. Resolution #2022-09 – Appoint Fire Service Commission Members:

Motion: To approve Resolution #2022-09, a resolution appointing Beth Shearer, Borough Council, James Tesche, Borough Resident/Council, and Roger Powl, Borough Manager, to serve as voting members on the Palmyra Fire Services Commission for the Year 2022. Motion by Tom Miller, second by Don Barry. Motion passed.

j. Resolution #2022-10 – Appoint Planning Commission Members:

Motion: To approve Resolution #2022-10, a resolution appointing Jessica Creter to serve a new four (4) year term on the Palmyra Planning Commission, expiring December 31, 2025. Motion by Beth Shearer, second by James Tesche. Motion passed.

k. Resolution #2022-11 – Appoint Zoning Hearing Board Members:

Motion: To approve Resolution #2022-11, a resolution appointing Ryan P. Kelly as a regular member of the Palmyra Zoning Hearing Board, who shall serve a new three (3) year term, expiring December 31, 2024. Motion by Don Barry, second by James Tesche. Motion passed.

l. Resolution #2022-12 – Appoint Municipal Reps – Leb. Co. Tax Collection Committee:

Motion: To approve Resolution #2022-12, a resolution appointing Ronald E. Fouche to serve as the delegate, and Lisa M. Daubert to serve as the alternate delegate, to the Lebanon County Tax Collection Committee for the Year 2022. Motion by Tom Miller, second by James Tesche. Motion passed.

m. Resolution #2022-13 – 2022 Fee Resolution:

Motion: To approve Resolution #2022-13, a resolution to re-establish various fees for Borough issued permits, inspections fees, licensing fees, and other services, and for the submission and review of subdivision & land development plans, stormwater management plans, and inspections of improvements required by those plans. Motion by Beth Shearer, second by Tom Miller. Motion passed.

n. Resolution #2022-14 – Appoint Municipal Authority Member:

Motion: To approve Resolution #2022-14, a resolution appointing Josh Holl to serve a new five (5) year term on the Palmyra Municipal Authority, expiring December 31, 2026. Motion by Don Barry, second by James Tesche. Motion passed.

o. Resolution #2022-15 – Appoint Planning Commission Member:

Motion: To approve Resolution #2022-15, a resolution appointing William Garber, II to serve a new four (4) year term on the Palmyra Planning Commission, expiring December 31, 2025. Motion by Don Barry, second by Beth Shearer. Motion passed.

9. Amending the 2022 Final Budget: Mr. Powl explained that since 2022 is a reorganization year and Section 1311 of the Pennsylvania Borough Code allows an incoming Council to reopen the 2022 Budget approved by the previous Council. Council President Shearer asked if there was a desire to re-open and amend the 2022 Final Budget. Councilor Quairoli was the only Councilor who responded in the affirmative, therefore, the 2022 Budget will stand as approved.

Other Business

There was no other business.

Public Comment Period #2

There were no public comments.

Announcements

President Shearer announced that Borough Council will conduct a public meeting on Tuesday, January 11, 2022, and on Tuesday, January 25, 2022 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairola, second by Don Barry. The meeting adjourned at 7:21 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager