

Palmyra Borough Council Meeting
 Tuesday April 25, 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 Mayor Fred Carpenter, Police Chief Andy Winters, Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera.

Public Comment Period #1

- Bronaugh Houser, from the VFW Post 6417 was in attendance to request Council members who plan to participate in the Memorial Day Parade to submit their information this week because the committee intends to meet to begin organization of the participants.

Consent Calendar

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

- a. Approve the minutes of the April 11, 2023 Borough Council meeting.
- b. Approve payment of all bills listed on the March 2023 Detailed Check Listing Report.
- c. Approve the Treasurer’s Report for the period March 1 through March 31, 2023:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$779,868	\$413,572	\$277,896	\$5,037	\$12,842	\$224,229
YTD Expenses	\$655,992	\$343,993	\$289,173	\$302,799	\$3,065	\$0
Difference	\$123,877	\$69,580	\$(11,277)	\$(297,762)	\$9,777	\$224,229
Fund Balance	\$794,333	\$173,824	\$158,169	\$1,523,019	\$2,112,793	\$281,193

	Library Fund	Police Health Care Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund	Fire Protection Tax Fund
YTD Revenue	\$4,832	\$0	\$694	\$151	\$2,643	\$80,767
YTD Expenses	\$0	\$11,821	\$0	\$0	\$0	\$24,549
Difference	\$4,832	\$(11,821)	\$694	\$151	\$2,643	\$56,218
Fund Balance	\$6,756	\$293,734	\$202,094	\$43,872	\$538,823	\$62,549

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

Action & Discussion Items

- a. Resolution 2023-09 – Appoint Members To Regional Police Commission:

Motion: To approve Resolution #2023-09, appointing Jane Quairoli, James Tesche, and Matthew Andrews to the Western Lebanon County Regional Police Commission. Motion by Beth Shearer, second by William Garber. Motion passed.

b. Ordinance #824 – Vacation of “Paper” Streets:

Motion: To authorize the Borough Solicitor to advertise Ordinance #824, an ordinance vacating and abandoning portions of North Prince Street and East High Street that are unnecessary and unimproved “paper” streets. Motion by Jane Quairolì, 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 March 2023 report.
- c. Fire Department: New Incentive Plan Update: Mr. Powl met with Mike Booth of North Londonderry Township and Fire Chief David Dugan to discuss the changes to the incentive program. Chief Dugan explained that the program is working, and not working. He said more volunteers are scheduling time working in the firehouse, but after their scheduled time and going home, they do not return to respond to fire calls. Chief Dugan will try to revise the plan a little to incentivize responding to emergency calls versus putting time in at the firehouse.

Mr. Powl also reported that the fire department is planning to replace a duty vehicle with their own funds and Engine E1-1 is scheduled for a \$270,000 refurbishment this summer which will be paid out of the Joint Apparatus Fund.

- d. Library Report: Councilor Quairolì provided a copy of the March report as well as a 2022 statistical analysis on the use of the Library services by the residents of Palmyra Borough. Councilor Barry asked if the money raised from library fundraisers is retained by the Palmyra Library or if it must be shared with the County library system and Councilor Quairolì explained that the funds are retained by the Palmyra Library.
- e. Police Department: Chief Winters provided a copy of the March 2023 report. He commented that the new Tahoe should be outfitted in the next two weeks. He is finalizing a grant request for the new regional department. Chief Winters indicated that the 2016 Dodge Charger is next to be removed from the police vehicles and the Cornwall-Lebanon School District wants to purchase it from the Borough.

Motion: To approve Resolution #2023-10, authorizing the sale of the 2016 Dodge Charger police patrol vehicle to the Cornwall-Lebanon School District, 105 East Evergreen Road, Lebanon, PA 17042 in the amount of \$3,281.44. Motion by Don Barry, second by Jane Quairolì. Motion passed.

Mayor Carpenter asked for an update on the code enforcement progress of 138 N. Railroad Street. Mr. Powl commented that he believes the Codes Enforcement Officer is working with the Borough Solicitor to get a court order for the clean-up of the property.

- f. Recreation Commission: Councilor Quairolì indicated that the April report should be available by the next meeting.
- g. Solicitor’s Report: Mr. Powl reported that on the last day before attorney briefs being due to the Lebanon County Court of Common Pleas for the Daryl Gerber Zoning Hearing Appeal, Mr. Gerber decided he would like to try and settle the case. Mr. Powl and the Borough Engineer are scheduled to meet Mr. Gerber at his property on May 2nd to mark which trees need to be moved out of the sight-distance triangle.

h. Borough Manager's Report:

1. Ordinance #823 – School Zone Times & Parking Changes: Mr. Powl reported that the Ordinance has been advertised for action at the May 9th meeting.
2. Cherry & Railroad Street Intersection: Mr. Powl stated that Council was asked about a cost study proposal about ten years ago and they decided against it. However, vehicle accidents continue to increase at this intersection. Council asked Mr. Powl to get a new proposal for a traffic study of the intersection and make any signage improvements possible.
3. E. Ridge Rd Melrose Phase 1 Plan: (Off-Site Stormwater Improvement Project) Mr. Powl spoke with Dr. Seaton, ARM Group, concerning the small stream course in which the optional off-site stormwater upgrades are proposed to be discharged into by Bob Riahi of Millfield Construction as part of the East Ridge – Melrose land development plan. Dr. Seaton does not have any data from the area yet but did express some concerns about additional water in that area. He asked Mr. Powl to seek permission to enter onto the property to collect data along the stream path from Ridge Road to E. Spruce Street. Mr. Powl has attempted to contact the property owner and is waiting for a reply.

Other Business

- Councilor Garber mentioned the Palmyra Garden Club plant sale set for May 5th and 6th at Memorial Park.
- Councilor Tesche reminded everyone that April 26th is Administrative Professional's Day.
- Councilor Catalani reported that he has had several conversations with the President of the Garden Club, and they would like to develop a Commission to oversee the downtown flower project and asked for advice of how to start one. Councilor Quairoli cautioned him about a Commission and suggested he start a committee and look for volunteers to help.
- Councilor Catalani also mentioned that he believes Council should have their pictures on the Borough website, so residents know who they are. The remaining Council members were not receptive to this suggestion.

Public Comment Period #2

- Bronaugh Houser, from the VFW Post 6417, agreed with the photos on the website suggested by Council Catalani. She also suggested getting school aged kids involved on the flower committee.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, May 9, 2023, and Tuesday, May 23, 2023 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairoli, second by James Tesche. The meeting adjourned at 7:46 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager