

Palmyra Borough Council Meeting
 Tuesday January 23, 2024
 7:00 PM

President Beth 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 Matthew Andrews, Anthony Catalani, Nancy Fleegle, William Garber, Jane Quairoli, and James Tesche. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera and Police Chief Andy Winters. 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 January 2, 2024 Borough Council meeting.
- b. Approve payment of all bills listed on the December 2023 Detailed Check Listing Report.
- c. Approve the Treasurer’s Report for the period December 1 through December 31, 2023:

| | General Fund | Sewer Fund | Refuse Fund | Capital Reserve Fund | Special Sewer Fund | Liquid Fuels Fund |
|--------------|--------------|-------------|-------------|----------------------|--------------------|-------------------|
| YTD Revenue | \$4,036,402 | \$1,723,613 | \$1,167,619 | \$306,802 | \$101,192 | \$225,796 |
| YTD Expenses | \$4,060,705 | \$1,635,852 | \$1,236,797 | \$722,876 | \$3,065 | \$235,000 |
| Difference | \$(24,304) | \$87,762 | \$(61,145) | \$(416,074) | \$98,127 | \$(9,204) |
| Fund Balance | \$615,557 | \$189,146 | \$96,291 | \$1,415,927 | \$2,208,555 | \$47,760 |

| | Library Fund | Police Health Care Fund | Joint Fire Apparatus Fund | Cemetery Fund | Employee Benefits Fund | Fire Protection Tax Fund |
|--------------|--------------|-------------------------|---------------------------|---------------|------------------------|--------------------------|
| YTD Revenue | \$29,696 | \$54,572 | \$82,723 | \$649 | \$208,637 | \$402,555 |
| YTD Expenses | \$28,000 | \$63,207 | \$123,212 | \$66 | \$75,699 | \$375,663 |
| Difference | \$1,696 | \$(8,634) | \$(40,489) | \$583 | \$0 | \$26,893 |
| Fund Balance | \$3,610 | \$296,920 | \$160,912 | \$44,304 | \$669,118 | \$33,224 |

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

Action & Discussion Items

- a. Road Closure Request – Truck Trek Food Truck & Community Arts Festival:

Motion: To authorize the closure of West Cherry Street from South Railroad Street to South Mark Street on Saturday May 11, 2024 from 8:00 AM – 8:00 PM for the Annual Truck Trek Food Truck & Community Arts Festival. Motion by James Tesche, second by Nancy Fleegle. Motion passed.

Reports

- a. President's Report: President Shearer expressed her thanks to the Palmyra Fire Department for their response to the tragic fire in North Londonderry Township on January 21, 2024.
- b. Financial Report:
 1. Financial Statement: Mr. Powl provided a copy of the December 2023 report.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the December 2023 report.
- c. Fire Department: There was no report.
- d. Library Report: Councilor Quairolì provided a copy of the January 2024 report.
- e. Police Department: Chief Winters provided a copy of the December 2023 monthly report, and he reviewed the 2023 Annual report with Council. He highlighted that crimes against property, crimes against society, the number of issued traffic tickets, and the number of vehicle accidents are all lower in 2023 compared to 2022. He indicated that the report will be available on the department's website at <https://lebanon.crimewatchpa.com/palmyrapd/112443/content/monthly-reports>.
- f. Recreation Commission: Councilor Quairolì mentioned that the January meeting was canceled because they did not have a quorum. A copy of the Executive Director's January 2024 report was provided to Council.
- g. Solicitor's Report: Ms. Pera commented that the Solicitor will be at the February 13th meeting for the public hearing on the liquor license transfer for Christopher Behney, 1 E. Main St.
- h. Zoning & Codes Enforcement :
 1. Zoning Officer/Codes Enforcement Officer Monthly Report: Mr. Powl provided a copy of the December 2023 report.
 2. Zoning Hearing Board: The follow are the results of the hearings conducted on Monday January 8th at 5:30 PM:
 - a. 800 Block E. Broad Street (SHARE PARK LLC): (Caring Cupboard) Light Industrial (LI) Zoning District.
 - Granted a use variance from Section 380-21(B) of the Zoning Ordinance to allow the new Caring Cupboard to have a food bank on the 1st floor and a 6-unit apartment complex for homeless veterans on the 2nd floor of the proposed building.
 - b. 101 N. Harrison Street (Ventura Real Estate Development LLC.): Town Residential (TR) Zoning District.
 - Granted a 2-year extension of time for the existing approvals related to a proposed multifamily residential use with accessory parking and common areas.

i. Borough Manager's Report:

- Mr. Powl mentioned the current vacancy on the Regional Police Commission since Councilor Andrews was elected to a Council position. Councilor Tesche announced that Joshua Brinser, 645 E. Walnut Street, is interested in serving on the Commission. Councilor Quairoli asked former Councilor Don Barry, who was seated in the audience, if he was interested in serving on the Commission. Mr. Barry was not opposed to it. Mr. Powl will have the resolution available for the next meeting and Council can decide who they will appoint.
- Mr. Powl informed Council that he spoke with the Public Works crew about additional pay for carrying the phone during their on-call shift. The crew did not want extra pay for carrying the on-call phone for the week, but instead, asked to increase the minimum hours for emergency call outs from two hours to three hours. The change would have to be made in the personnel manual. However, since the manual has not been reviewed since 2021, he suggested that the manual be sent to the labor attorney for review so any changes to the personnel manual can be made at one time. Council agreed with the increase in minimum hours and a review of the manual.

Other Business

- Based upon the tragic fire that just occurred over the weekend in North Londonderry Township, Councilor Garber reminded everyone to please make sure they have working smoke alarms and carbon monoxide detectors in their residence.

Public Comment Period #2

- Greg Reed, 233 E. Hazel Street, inquired about how and where the pipe for the north side stormwater project is going to run with the railroad in the way. Mr. Powl explained that the pipe will run under the railroad from the ShadowStone detention basin to the detention basin on the Palmyra Business Center property owned by Ty Irvin on the south side of the railroad tracks. ShadowStone will then be installing a large diameter stormwater pipe for the Borough from the ShadowStone detention basin to a point in Evergreen Alley as part of their southern expansion project. In the future the Borough will need to extend the stormwater pipe from Evergreen Alley across N. Railroad St.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, February 13, 2024, and Tuesday, February 27, 2024 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairoli, second by William Garber. The meeting adjourned at 7:30 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager