

Palmyra Borough Council Meeting
 Tuesday February 27, 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 Quairolì, 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 February 13, 2024, Borough Council meeting.
- b. Approve payment of all bills listed on the January 2024 Detailed Check Listing Report.
- c. Approve the Treasurer’s Report for the period January 1 through January 31, 2024:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$163,245	\$399,386	\$198,206	\$90,457	\$1,149	\$61
YTD Expenses	\$204,396	\$33,410	\$96,628	\$330,231	\$0	\$0
Difference	\$ (41,150)	\$365,977	\$101,578	\$ (239,773)	\$1,149	\$61
Fund Balance	\$689,510	\$555,123	\$197,869	\$1,176,154	\$2,209,704	\$47,821

	Library Fund	Police Health Care Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund	Fire Protection Tax Fund
YTD Revenue	\$293	\$0	\$205	\$56	\$1,331	\$5,273
YTD Expenses	\$0	\$1,619	\$0	\$0	\$60,340	\$4,675
Difference	\$293	\$(1,619)	\$205	\$56	\$(59,009)	\$597
Fund Balance	\$3,903	\$295,301	\$161,117	\$44,361	\$610,109	\$33,821

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

Action & Discussion Items

a. Road Closure Request – Palmyra Civic Baseball Opening Day Parade:

Motion: To authorize the closure of the roads necessary for the Palmyra Civic Baseball Association to conduct an opening day parade on Saturday April 6, 2024, at 9:00 utilizing the following parade route:

- *Beginning at Forge Road Elementary School proceed south on S. Prince Street, turning east onto E. Cypress Street, turning south onto S. Duke Street, turning east onto E. Elm Street, turning south onto Sandalwood Drive, turning north onto Colonial Road, turning west onto Sycamore Lane, turning west onto E. Elm Street, turning north onto S. Duke Street, and finishing at the Forge Road Elementary School baseball fields.*

Motion by Jane Quairoli, second by Beth Shearer. Motion passed.

Reports

- a. President's Report: President Shearer announced that she will be absent at the March 26th meeting.
- b. Financial Report: Mr. Powl provided a copy of the January 2024 Financial Statement.
- c. Fire Department: There was no report.
- d. Library Report: A copy of the Library report will be provided in the next Council packet. Ms. Pera informed Council that she has been including Councilor Quairoli in conversations regarding the medical benefits for the library personnel. The new benefits premiums were provided to the Borough in October 2023. The rates did not include the police department due to the January 1st merger into the new regional department. The Library budgeted for these reduced rates, but when the regional department did not happen at the beginning of the new year, the premium for 2024 reflected the inclusion of the police department at a 15% increase in rates. This information was not relayed to the Library, so they are over budget with their insurance premiums.
- e. Police Department: Chief Winters provided a copy of the January 2024 report.
- f. Recreation Commission: A copy of the Executive Director's February 2024 report was provided to Council.
- g. Solicitor's Report: There was no report.
- h. Zoning & Codes Enforcement: There was no report and no hearings scheduled for Monday March 11, 2024.
- i. Borough Manager's Report:
 - Mr. Powl reported that the 2023 Lebanon County Hazard Mitigation Plan was completed and provided to the municipalities. Mr. Powl forwarded the 348-page plan to Council via e-mail. The plan will need to be reviewed and approved by resolution by Council in the near future.

- Mr. Powl relayed the need to reform the Uniform Construction Code (UCC) Appeals Board for the Borough. The members of the previous board are no longer living, dealing with health issues that would prevent them from serving, or are no longer available. There is no immediate requirement to appoint new members, but the issue arose because there could be a new request for an appeal. Mr. Powl stated that there should be at least three (3) people comprised of architects or engineers, contractors, or tradespeople familiar with the UCC codes, or folks with training and experience as an inspector or plan reviewer. The members do not have to live in the Borough. Mr. Powl explained that he reached out to South Londonderry Twp to form a regional UCC Appeals Board but, they decided to find replacements for their own UCC Appeals Board. The only other option is to use the County's Appeals Board but, the Borough would have to appoint the County as the UCC Code Official instead of Light-Heigel Associates.

Other Business

- Councilor Andrews attended the Newly Elected Municipal Officials training and found it interesting. He met with others from different municipalities and learned that some of the issues in the Borough are not unique, and other issues the Borough should be thankful that they do not have those issues to manage.
- President Shearer reminded management that the hand dryer in the ladies' bathroom is still not functional.

Public Comment Period #2

- Don Barry, 711 N. Grant Street, questioned how the education of refuse and recycling has been addressed with residents and tenants. He inquired if newsletters are still being sent directly to the tenants.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, March 12, 2024, and Tuesday, March 26, 2024, beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Anthony Catalani, second by Jane Quairolì. The meeting adjourned at 7:30 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager