

Palmyra Borough Council Meeting
Tuesday April 9, 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, James Tesche, and Jane Quairoli. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Mayor Fred Carpenter, and Police Chief Andy Winters.

Public Comment Period #1

- Tom Miller, 306 W Walnut Street, informed Council that he would not be seeking to fill the council vacancy left by William Garber. Instead, he shared his support for Joe Templin as the candidate to fill the vacancy.
- Greg Reed, 233 E. Hazel Street, stated that the gazebo at Memorial Park has weeds, the flags need to be replaced, and the light on the north side of the American flag is broken.

Council Vacancy

President Shearer inquired if anyone in the audience was in attendance to seek the council vacancy. Three candidates, Joseph Templin, Brad Bickle, and Marcus Riddell shared their interest. Council decided to interview each candidate in alphabetical order. Mr. Bickle was interviewed first, with Mr. Riddell, and Mr. Templin following, respectively.

Council asked the following questions of each candidate:

1. What do you believe to be the No. 1 priority in the Borough?
2. What sparked your interest to fill the vacancy?
3. Why do you believe you are the best candidate for the position?
4. What do you believe are the strengths of the Borough?
5. How do you want the Borough to look in five years?
6. Do you have any other experience being on a board?
7. What are other priorities in the Borough?
8. What is your occupation?
9. The Borough is the third highest tax rate in the County. How do you feel about that?

At the conclusion of the interviews, President Shearer inquired how Council would like to proceed. Councilor Quairoli made the following motion:

Resolution #2024-15 – Appoint Member to Borough Council

Motion: To approve Resolution #2024-15, a resolution appointing Joe Templin as a member of Borough Council to serve the remainder of the term vacated by William R. Garber II, expiring the first Monday in January 2026. Motion by Jane Quairoli, second by Beth Shearer. President Shearer called for a roll call vote.

<i>Councilor Andrews -</i>	<i>No</i>
<i>Councilor Catalani -</i>	<i>No</i>
<i>Councilor Fleegle -</i>	<i>No</i>
<i>Councilor Quairoli -</i>	<i>Yes</i>
<i>Councilor Tesche -</i>	<i>No</i>
<i>Councilor Shearer -</i>	<i>Yes</i>

The motion was defeated by a 4-2 vote.

Councilor Catalani made the following motion:

Motion: To approve Resolution #2024-15, a resolution appointing Marcus Riddell as a member of Borough Council to serve the remainder of the term vacated by William R. Garber II, expiring the first Monday in January 2026. Motion by Anthony Catalani, second by Matthew Andrews. President Shearer called for a roll call vote.

<i>Councilor Andrews -</i>	<i>Yes</i>
<i>Councilor Catalani -</i>	<i>Yes</i>
<i>Councilor Fleegle -</i>	<i>No</i>
<i>Councilor Quairoli -</i>	<i>Yes</i>
<i>Councilor Tesche -</i>	<i>Yes</i>
<i>Councilor Shearer -</i>	<i>No</i>

The motion passed by a 4-2 vote.

Mr. Riddell signed his Affidavit of Residency, took the Oath of Office, and proceeded to take a seat at the Council table.

President Shearer noted that William Garber, II is still serving on the Planning Commission, which according to the Borough Solicitor is not a conflict. Past practice has always had a Council representative on the Planning Commission. She inquired if anyone on Council would like to serve on the Planning Commission. Councilor Andrews indicated that he would be willing to fulfill that role.

Motion: To approve Resolution 2024-16, a resolution appointing Matthew Andrews to the Palmyra Planning Commission to serve the remainder of the term vacated by William R. Garber II, expiring December 31, 2025. Motion by Jane Quairoli, second by Beth Shearer. Motion passed.

Consent Calendar

a. Approve the minutes of the March 26, 2024, Borough Council meeting.

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

Action & Discussion Items

a. Ordinance #829 – Amend Chapter 350 (Vehicles & Traffic):

Motion: To enact Ordinance #829, an ordinance amending the following provisions of Chapter 350 (Vehicles & Traffic) of the Palmyra Borough Code of Ordinances:

- 1. Section 350-26 (Special Purpose Parking Zones):*

- Add – East Cherry Street – North Side – Handicap parking – 113 East Cherry Street*
- Add – North Green Street – West Side – Handicap parking – 17 North Green Street*
- Add – West Cherry Street – North Side – Handicap parking – 209 West Cherry Street*
- Add – South Green Street – West Side – Handicap parking – From a point 150-feet south of E. Birch Street to a point 40-feet further south thereof (2-spaces).*

- *Remove – North Harrison Street – East Side – Handicap parking – 28 North Harrison Street*
- 2. *Section 350-10 (One-Way Highways Established):*
 - *Remove – Unnamed Alley located along Borough line in Kensington Heights from E. Maple Street and E. Oak Street – southbound.*

Motion by James Tesche, second by Matthew Andrews. Motion passed.

- b. Resolution #2024-12 – Approve 2023 Lebanon County Hazard Mitigation Plan: The Borough Solicitor provided language in the Resolution that confirms the Borough is approving the plan, but with reservations on the language used regarding man-made climate change.

Motion: To approve Resolution #2024-12, a resolution approving the 2023 Lebanon County Hazard Mitigation Plan. Motion by Nancy Fleege, second by Matthew Andrews. Motion passed.

- c. E. Ridge Road – Melrose Development – Developer Agreements:

Motion: To authorize the Borough Council President to execute the sewer extension agreement, land development agreement, and stormwater management agreement with Millfield Heights, LLC for the E. Ridge Road – Melrose Phase 1 Final Subdivision & Land Development Plan. Motion by Jane Quairoli, second by James Tesche. Motion passed with Beth Shearer voting in opposition.

- d. Personnel – Public Works Department – Retain Full-Time Employee:

Motion: To officially remove Elijah J. MacFarlane from probationary status effective March 25, 2024, and to retain him as a permanent full-time employee for the Public Works Department. Motion by Jane Quairoli, second by Beth Shearer. Motion passed.

- e. Ordinance #830 – Amend Chapter 314 – Streets & Sidewalks Specifications:

Motion: To authorize the Borough Solicitor to prepare Ordinance #830, an ordinance to amend Chapter 314 (Streets & Sidewalks) of the Palmyra Code of Ordinances to update the stone specifications and to add a penalty provision for non-compliance. Motion by Jane Quairoli, second by James Tesche. Motion passed.

- f. Road Closure Request – Complete Auto Repair Car Show:

Motion: To authorize the closure of S. Locust Street between W. Main Street and South Avenue for a classic car show to be hosted by Complete Auto Repair LLC from 8:00 AM – 1:00 PM on Saturday April 20, 2024. Motion by Jane Quairoli, second by Marcus Riddell. Motion passed.

- g. Agreement – Sinkhole Damage – Sidewalk Repair – 34 S. Harrison Street:

Motion: To approve the reimbursement agreement between the Borough and the private property owners of 34 S. Harrison Street (Alexander & Karley Gensemer) to enable the Palmyra Public Works Department to enter onto the private property and remove and replace sidewalk that was undermined and damaged by a sinkhole that occurred within the public right of way of S. Harrison St. The property owners shall reimburse the Borough for the cost of materials used for

the job within 30-days of the Borough issuing an invoice. Motion by James Tesche, second by Nancy Fleegle. Motion passed.

Reports

- a. President's Report: President Shearer did not have a report.
- b. Financial Report:
 1. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the March 2024 report.
- c. Fire Department:
 1. March Fire Report: Mr. Powl provided a copy of the March 2024 report.
 2. 1st Qtr 2024 Volunteer Incentive Plan Report: Mr. Powl provided a copy of the 1st Quarter 2024 report.
 3. Mr. Powl stated he attended a meeting of municipal managers and fire companies to discuss the creation of a new regional fire authority, which would be the first of its kind in the Commonwealth. The fire representatives wanted to develop a budget for the number of employees needed to staff the fire companies. However, the managers said to go bigger to include the apparatus too so that a total annual budget for fire protection would be known. There are more discussions necessary, but an agreement on how to proceed with developing the cost was achieved.
- d. Police Department: Chief Winters mentioned that the regional department start-up is progressing. Mayor Carpenter commented that he reported a light out at the intersection of Main Street and Lingle Avenue and it was addressed in a short time.
- e. Planning Commission: The Commission did not meet in March.
- f. Public Works Department:
 1. Superintendent's Monthly Report: Mr. Powl provided a copy of the March 2024 report.
 2. Borough Properties:
 - a. Municipal Building – 325 S. Railroad Street:
 - HVAC Controls Replacement Update: Mr. Powl stated that Trane is still waiting on the equipment to arrive.
 - b. Public Works Department – 910 E. Broad Street:
 - c. Town Square: Mr. Powl stated that all troubleshooting efforts on the clock between Public Works & Verdin via phone were exhausted and it was determined that a Verdin technician will need to visit the site to initiate repairs. Since there are few technicians for the east coast, no date or time has been established for them to be in Palmyra.
 - d. Vacant Lot – 40 E. Front Street:
 - e. Vacant Lot – Northeast corner of the intersection of N. Lingle Ave and W. Main Street:
 - f. Vacant Lot (Shaffer-Erb Tract) – south side 900 Block East Cherry Street:
 3. Cemetery:
 4. Parks: (Heritage Park, Palmyra Memorial Park, and Southeast Park)
 5. Refuse & Recycling: Mr. Powl commented that he will be working on the bid packet for the new hauling contract. He stated that Waste Management has provided a few ideas to include based on their collection experience in the Borough.

6. Sewer System: Mr. Powl reported that the EQ basin located at on the high ground at the northeast corner of the Public Works facility is listed on the Borough's NPDES permit with DEP. The EQ basin was originally determined to be needed to hold overflow during storm events, but the basin has never been needed. The Borough Engineer is working with DEP to remove the basin from the permit and allow the Borough to sell it. The EQ basin location would be the preferred site for a new cell tower if that ever comes to fruition.
7. Sinkholes:
 - a. New:
 - b. Old:
 1. 528 S. Franklin St (NE corner of S. Franklin St & E. Birch St)
 2. Southeast Park detention basin
 3. 800 Block E. Main Street: (Center turn lane of US422 in front of Sheetz)
 4. 223 S. Locust Street: (PASD failed injection well)
8. Stormwater Management:
 - a. Phase A Stormwater Management System – Basin Improvement Project Update: Mr. Powl commented that the contractor (Kinsley) is getting closer to the Norfolk Southern property and is preparing to begin boring under the railroad tracks. Once the process is started, the railroad requires the boring to continue 24 hours a day for 7 days a week until finished.
 - b. Mr. Powl reported that the bioswale project on the west end side of S. Lingle Ave. will be cleaned up and the final plantings should be installed in the next week.
9. Street & Alley Maintenance:
10. Traffic Signals:
11. Other:
 - g. Solicitor's Report: There was no report.
 - h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the March 2024 report.
 - i. Borough Manager's Report: There was no report.

Communications

A letter dated March 14, 2024, from borough resident Marcus Riddell, explaining his interest in serving on Borough Council.

Other Business

- Councilor Fleegle announced that she will not attend the next meeting.
- Councilor Riddell thanked Council and expressed his eagerness to serve.
- Councilor Catalani asked for an update on the liquor license appeal for 1 E. Main Street. Mr. Powl commented that the Solicitor has entered her representation with the court.

Public Comment Period #2

- Don Barry, 711 N Grant Street, stated that the Melrose developers need to install silt protection. The last rainstorm brought substantial amounts of silt to the properties below it.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, April 30, 2024 (due to Primary Election conflict on April 23rd), and Tuesday, May 14, 2024, beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by Jane Quairola, second by Nancy Fleegle. The meeting adjourned at 8:37 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager