

Palmyra Borough Council Meeting  
 Tuesday June 25, 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, Nancy Fleege, Marcus Riddell, Jane Quairoli, and James Tesche. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, and Sergeant Bill Stickler. Anthony Catalani and Mayor Fred Carpenter were absent from the meeting.

Public Comment Period #1

- Casey McCloskey, 200 E. Ridge Road, expressed a couple of issues with the construction of the new East Ridge Road – Melrose Phase #1 development. He reported that the dust from the site was unbearable and somehow a large chunk was gouged out of his curb at Lincoln and Ridge. He commented that he is not going to pay to replace his curb.
- Jim Houser, 88 Evergreen Alley, was in attendance to follow up on the issue of skyrocketing lot rents for manufactured housing communities that he expressed at the May 14<sup>th</sup> Council meeting. He requested Borough Council send a letter in support of pending State legislation about this issue to the State Representative and State Senator and inquired if Council had done so?

Consent Calendar

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

- a. Approve the minutes of the June 11, 2024, Borough Council meeting.
- b. Approve payment of all bills listed on the May 2024 Detailed Check Listing Report.
- c. Approve the Treasurer’s Report for the period May 1 through May 31, 2024:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$2,687,783	\$886,697	\$612,637	\$26,263	\$5,646	\$223,397
YTD Expenses	\$1,560,242	\$567,850	\$84,264	\$608,796	\$0	\$0
Difference	\$1,127,541	\$318,847	\$128,374	\$(382,533)	\$5,646	\$23,397
Fund Balance	\$1,714,172	\$513,623	\$229,743	\$1,073,262	\$2,311,803	\$271,158

	Library Fund	Police Health Care Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund	Fire Protection Tax Fund
YTD Revenue	\$27,110	\$49,115	\$774	\$278	\$6,408	\$312,398
YTD Expenses	\$22,000	\$336,158	\$129,716	\$0	\$60,390	\$81,657
Difference	\$5,110	\$(287,042)	\$(128,942)	\$278	\$(53,982)	\$230,741
Fund Balance	\$8,720	\$9,878	\$31,969	\$44,582	\$615,136	\$263,964

*Motion: To approve the consent calendar. Motion by Jane Quairolì, second by Marcus Riddell. Motion passed.*

#### Action & Discussion Items

a. Palmyra Borough Non-Uniform Personnel Manual (Revised): Mr. Powl provided a copy of the personnel manual with a few revisions as recommended by the Borough's labor attorney. Councilor Quairolì commented that she did not have an opportunity to finish reviewing the document and would like more time before acting on the changes. Council agreed to table the conversation until the July 11<sup>th</sup> meeting.

b. Ordinance #832 – Amend Chapter 270 (Property Maintenance):

*Motion: To enact Ordinance #832, an ordinance to revise and restate Chapter 270 (Property Maintenance) to adopt the International Property Maintenance Code (IPMC) of 2024, replacing the 2006 IPMC as the Palmyra Borough property maintenance code together with certain revisions and additions. Motion by Marcus Riddell, second by James Tesche. Motion passed.*

c. Road Closure Request – Palmyra Senior Living Antique/Street-Rod Car Show with Live Music:

*Motion: To authorize the closure of W. Cherry Street between S. Horstick Ave. & S. Hetrick Ave., and South Ave. between S. Horstick Ave. & Church Alley, and Church Alley between Locust Alley & W. Cherry St, and, to approve an exemption to the Borough Code of Ordinances Chapter 241-6.C(3) (Noise Exemptions) for live music so that the Palmyra Senior Living Center may conduct an antique/street-rod car show with a live oldies band on Sunday September 15, 2024 from 1:00 p.m. – 5:30 p.m. to raise money to repair the Senior Living Center's transport van. Motion by Jane Quairolì, second by Matthew Andrews. Motion passed.*

d. Hoy Land Development Plan – 620 E. Arch St – Financial Security Reduction Request:

*Motion: To approve a reduction of the financial security required for the Hoy-620 East Arch Street Final Land Development Plan from \$42,431.85 to a new outstanding financial security balance of \$9,861.91 as recommended by the Borough Engineer in a letter dated June 20, 2024. Motion by Jane Quairolì, second by James Tesche. Motion passed.*

#### Reports

a. President's Report: President Shearer did not have a report.

b. Financial Report: Mr. Powl provided a copy of the May 2024 report.

c. Fire Department: Chief Dugan reported that the grant they applied for is now in an internal audit process.

d. Library Report: Councilor Quairolì provided a copy of the June 2024 report. She highlighted the book sale which will be held on July 13-18 at the First United Methodist Church.

- e. Police Department: Sergeant Stickler provided a copy of the May 2024 report. Councilor Riddell reported some illegal parking issues on S. Duke Street during baseball tournaments at the Forge Elementary School fields.
- f. Recreation Commission: Councilor Quairoli commented that the Director's report should be available in the next week.
- g. Solicitor's Report: (Solicitor Cleary)
  1. Boarding House/Rooming House Regulation: Mr. Powl reported that the Codes Officers have developed a list of items that they would like to see in the ordinance, and he sent it to the Borough Solicitor for guidance on how to proceed.
- h. Zoning & Codes Enforcement: The report was provided at the previous meeting. No Zoning Hearing Board hearings are scheduled for July 2024.
- i. Borough Manager's Report:
  1. Video Surveillance Camera Project (Municipal Building & Parks): Mr. Powl received a proposal from Choice Communications, who are a PA COSTSARS vendor, to update the obsolete cameras at the municipal building and install new cameras at the Borough parks. The cost for the upgrade and additional cameras is \$61,720.70 with a 5% discount proposed if the Borough signs the contact by June 30<sup>th</sup>. Council discussed the need for the upgrade at the parks and agreed to expedite the project.

*Motion: To approve a proposal from Choice Communications to upgrade and add cameras to the Borough municipal building and Borough parks in the amount of \$61,720.70 to be expensed from the Capital Reserve Fund budget line item #30.409.374 and 30.454.372. Motion by Marcus Riddell, second by Jane Quairoli. Motion passed.*
  2. 2024 Paving Update: Mr. Powl reported that Pennsy has finished the paving for 2024, but the microsurfacing of East Spruce Street by AMS, Inc. is still outstanding.
  3. East Ridge Road – Melrose (Phase #1) Update: Mr. Powl explained to Council that the off-site stormwater improvements to occur on the south side of E. Ridge Road will require an easement from the property owners. The idea is to run an enclosed, covered pipe through private property, to a Borough east/west alley right-of-way, and end it at a dead-end inlet on North Lincoln Street where it can be attached to the Phase A stormwater system in the future.

### Communications

Mr. Powl provided a letter dated June 17, 2024, from Amanda L. Stroup, President, First Evangelical Congregational Church, 55 W. Main Street, concerning receiving a fine for tall weeds without notice.

### Other Business

- Councilor Riddell mentioned that the country's 250<sup>th</sup> anniversary is coming up and he has not heard of any celebrations being planned in the Borough. Councilor Quairoli responded that the County is working on a celebration and that he should contact Josie Ames as she is leading the effort.

- President Shearer asked staff to investigate an upgrade for the microphones in the Council Chambers for residents to hear the meetings better.

Public Comment Period #2

- Matt Toth, Lebanon Daily News, has information regarding the 250<sup>th</sup> celebration for the County and he will speak with Councilor Riddell after the meeting.
- Don Barry, 711 N. Grant Street, complained about the dust being created from construction of the E. Ridge Road – Melrose Phase #1 plan, and expressed his concerns about what will happen with a 20-foot-tall pile of dirt with heavy thunderstorms in the forecast.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday July 9, 2024, and Tuesday July 23, 2024, beginning at 7:00 p.m.

Motion to Adjourn

*Motion to adjourn the meeting by Marcus Riddell, second by James Tesche. The meeting adjourned at 7:42 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager