

Palmyra Borough Council Meeting
Tuesday, January 14, 2025
7:00 PM

AGENDA

1. **Call to Order:** 7:00 PM – President Shearer
2. **Pledge of Allegiance & Moment of Silence for the Armed Services:**
3. **Roll Call:**
4. **Announcements:**
 - a. Everyone please silence all cellular devices during the meeting – thank you!
 - b. Council members please turn on your microphones.
5. **Special Visitors:** None scheduled.
6. **Public Comment Period #1:** (Please step to the microphone, state your name & address for the record, and try to limit your comments to 5-minutes)
7. **Consent Calendar:**
 - a. Approve the minutes of the December 23, 2024, Borough Council meeting.
8. **Action & Discussion Items:**
 - a. Resolution #2025-01 – Appoint Zoning & Codes Enforcement Officers:
Discussion on and if appropriate,

Suggested Motion: To approve Resolution #2025-01, a resolution to appoint William R. Garber II and Miranda G. Frantz as the Zoning & Codes Enforcement Officers at the discretion of Borough Council, until the First Monday of January 2026.
 - b. Action in Equity Proceedings for 317 N College St, 325 N College St, and 227 Pajabon Street (illegal short term rental properties):
Discussion on and if appropriate,

Suggested Motion: To authorize the Borough’s Zoning Officer, with the assistance of the Borough Solicitor, to prepare and file an action in the Lebanon County Court of Common Pleas against the owner of 317 N. College Street, 325 N. College Street, and 227 Pajabon Street, seeking equitable relief pursuant to Section 380-140.E of the Zoning Ordinance to obtain an injunction against the continued use of the property for purposes not permitted under the Borough’s Zoning Ordinance in addition to other remedies available to the Borough.
9. **Reports:**
 - a. President’s Report: President Shearer

- b. Financial Report:
 - 1. Financial Statement: as of December 31, 2024, will be available at the January 28th meeting)
 - 2. Delinquent Sewer & Refuse Account Report: (Asst. Mgr. Pera)
- c. Fire Department / EMS Report:
 - 1. December – Citizens Fire Co. No. 1 monthly report (e-mailed January 6, 2024)
 - 2. November – Life Lion Monthly EMS Report
- d. Western Lebanon County Regional Police Department: Chief Winters / Mayor Carpenter
- e. Planning Commission: (No meeting in December 2024)
 - Next Scheduled Meeting: Wednesday January 22, 2025 beginning at 7:00 p.m.
- f. Public Works Department: Borough Manager Powl
 - 1. Superintendent's Monthly Report:
 - 2. Borough Properties:
 - a. Municipal Building – 325 S. Railroad Street:
 - b. Public Works Department – 910 E. Broad Street:
 - c. Town Square:
 - 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:
 - 6. Sewer System:
 - 7. Sinkholes:
 - a. New: None
 - b. Old:
 - Southeast Park detention basin
 - 156 N. Railroad Street (PennDOT)
 - 528 S. Franklin St (NE corner of S. Franklin St & E. Birch St)
 - 8. Stormwater Management:
 - a. East Ridge Road – Melrose (Phase #1) – Off-Site Stormwater Update: Council agreed to discuss the following options at the January meeting:
 - Borough troubleshoots and repairs existing drain tile on northside of E. Ridge Rd and requires developer to pay Park & Rec Fee-In-Lieu of money to Borough instead of using for stormwater improvement.
 - Developer removes the existing drain tile pipe along the north side of E. Ridge Rd within our existing easement area and install the new drainage/infiltration trench system and allow the water to discharge and flow east along the north side of the road. Borough would pay the approximate \$25,000 difference in cost between Park & Rec Fee-In-Lieu money and cost of project.

- Property owners reconsider granting the necessary stormwater easements on their properties to enable Developer to use Park & Rec Fee-In-Lieu money to extend existing discharge pipe underground to the south to an east/west alley right of way to a temporary dead-end inlet on the east side of N. Lincoln St.

9. Street & Alley Maintenance:

10. Traffic Signals:

11. Other:

g. Solicitor's Report: (Solicitor Cleary)

h. Zoning & Codes Enforcement:

1. Zoning Officer/Codes Enforcement Officer Monthly Report for December 2024.

2. Zoning Hearing Board: (No Hearings scheduled for Monday, January 13th)

i. Borough Manager's Report:

10. **Communications:** None

11. **Other Business:**

12. **Public Comment Period #2:** (Please step to the microphone, state your name & address for the record, and try to limit your comments to 3-minutes)

13. **Announcement:**

- a. Borough Council will conduct its next public meetings on Tuesday, January 28, 2025, and Tuesday, February 12, 2025, beginning at 7:00 PM.

14. **Motion to Adjourn:**