

Palmyra Borough Council Meeting
Tuesday, January 14, 2025
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 Fleegle, Jane Quairola, Marcus Riddell, and James Tesche. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Western Lebanon County Regional Police Chief Andrew Winters, and Mayor Tom Miller. Anthony Catalani was absent from the meeting.

Public Comment Period #1

There were no public comments.

Consent Calendar

- a. Approve the minutes of the December 23, 2024, Borough Council meeting.

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

Action & Discussion Items

- a. Resolution #2025-01 – Appoint Zoning & Codes Enforcement Officers: Ms. Pera informed Council that after Michelle Bowman resigned in September, a new resolution naming William R. Garber, II and Miranda G. Frantz as the Zoning & Codes Enforcement officers was never passed.

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. Motion by Marcus Riddell, second by Nancy Fleegle. Motion passed with a 5-1 vote with Jane Quairola voting against the motion.

- b. Action in Equity Proceedings for 317 N College St, 325 N College St, and 227 Pajabon Street (illegal short term rental properties): Ms. Pera explained that the Codes officers have been trying to get a Notice of Violation to the respective property owners of the above-mentioned properties regarding the unpermitted use of their property. Since they reside outside of the Commonwealth, there is no easy way to serve them with the required notices of violations. The following motion will permit the Borough to use additional measures to proceed.

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. Motion by Marcus Riddell, second by Jane Quairola. Motion passed.

Reports

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

- 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: Ms. Pera provided a copy of the December 2024 report.
- c. Fire Department / EMS Report:
 - The Citizens Fire Co. No. 1 December 2025 report was e-mailed January 6, 2024.
 - A copy of the Life Lion Monthly EMS Report from November 2024 was provided.
- d. Western Lebanon County Regional Police Department: Chief Winters provided a copy of the December 2024 report. He also reported that the department is working towards accreditation which will be due by the end of May 2025.

Mayor Miller thanked the community for supporting the police department.
- e. Planning Commission: The Commission did not meet in December 2024.
- f. Public Works Department:
 - 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: Mr. Powl mentioned new sinkholes in the detention basin at the 900 block of E. Cherry Street and at the dead end of E. High Street at the Grant Street bridge.
 - 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.

Councilor Fleegle commented that she visited the site with some of the affected property owners and determined that the second option is the most serious option in providing the best resolution.

After considering all the options, Council developed the same consensus.

Motion: To approve the option in which the Developer removes the existing drain tile pipe along the north side of E. Ridge Rd within the existing easement area and install the new drainage/infiltration trench system designed by Rettew and allow the water to discharge and flow east along the north side of the road. Borough will pay the approximate \$25,000 difference in cost between Park & Rec Fee-In-Lieu money and cost of project and expense the funds from the Capitol Reserve Fund. Motion by Nancy Fleegle, second by Jane Quairola. Motion passed.

- b. Street & Alley Maintenance: Mr. Powl commented that the Public Works Superintendent would like to eradicate many of the alley potholes by digging the potholed areas out and reestablishing the alley base then, overtopping with rolled millings.
 - c. Traffic Signals:
 - d. Other:
- g. Solicitor's Report: Mr. Powl reported that he spent the previous week at the Lebanon County Courthouse in a jury trial for the Medina vs. The Borough of Palmyra lawsuit regarding stormwater in the 300 block of East Cherry Street. The Borough prevailed in the verdict and the plaintiff was awarded no monetary damages.
- h. Zoning & Codes Enforcement: Mr. Powl provided a copy of the Zoning Officer/Codes Enforcement Officer Monthly Report for December 2024.
- i. Borough Manager's Report: Mr. Powl reported that one of the Public Works crew members submitted his two-week resignation.

Other Business

- Mayor Miller commented that anyone looking to support their community through volunteerism should consider the fire department, or any of the many organizations that exist to support the Borough (Lion's Club, Rotary, etc.).

- Councilor Riddell thanked that fire department for their quick action to battle the fire at Hoagies on Main.
- Ms. Pera announced that, in order to save some money, the Borough's website is now hosted through MuniBit. The new website is live, and she asked for some patience because the old calendar did not transfer over so it will need to be manually added .

Public Comment Period #2

- The following individuals thanked Council for their decision regarding the E. Ridge Road stormwater improvements:
 - a. Dave McCloskey, 212 E. Ridge Road
 - b. Don Barry, 711 N. Grant Street
 - c. William R. Garber, II, 725 N Grant Street

Announcement

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

Motion to Adjourn

Motion to adjourn the meeting by Marcus Riddell, second by James Tesche. The meeting adjourned at 7:39 PM.

Respectfully submitted,

Roger E. Powl
Borough Manager