

Palmyra Borough Council Meeting
Tuesday August 22, 2023
7:00 PM

President 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 Don Barry, Anthony Catalani, William Garber, Tom Miller, James Tesche and Jane Quairoli. Also, in attendance were Police Chief Andy Winters, and Assistant Borough Manager Brenda Pera. Mayor Fred Carpenter and Borough Manager Roger Powl were absent from the meeting.

Announcements

President Shearer announced that any members of the public who wish to make comments concerning the Western Lebanon County Regional Police Department will be asked to hold their comments until that portion of the meeting agenda. At which time President Shearer will open the floor for comments regarding that issue.

Public Comment Period #1

- Adam Coble, 122 N Chestnut St, received a grass and weeds ticket and wanted it rescinded. He also complained that he owns two properties and must pay sewer for both and rental registration for the second unit when he does not rent it.
- David McCloskey, 212 E Ridge Road, commented that more needs to be done about the tall grass and weeds throughout the Borough. It makes the town look terrible.
- Ryan Kelly, 134 N Chestnut St, supported Mr. Coble's concern about paying double sewer and rental registration for the second unit when he does not rent it.

Consent Calendar

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

- a. Approve the minutes of the August 8, 2023 Borough Council meeting.
- b. Approve payment of all bills listed on the July 2023 Detailed Check Listing Report.
- c. Approve the Treasurer's Report for the period July 1 through July 31, 2023:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$2,872,134	\$1,141,369	\$769,935	\$13,058	\$17,116	\$225,497
YTD Expenses	\$2,279,829	\$853,005	\$694,443	\$395,583	\$3,065	\$235,000
Difference	\$592,305	\$288,365	\$75,492	\$(382,525)	\$14,051	\$(9,504)
Fund Balance	\$1,389,220	\$739,383	\$519,113	\$1,438,256	\$2,117,068	\$47,461

	Library Fund	Police Health Care Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund	Fire Protection Tax Fund
YTD Revenue	\$28,838	\$54,572	\$81,714	\$371	\$201,662	\$348,390
YTD Expenses	\$28,000	\$47,554	\$123,212	\$66	\$75,699	\$176,839
Difference	\$838	\$7,019	\$(41,498)	\$305	\$125,963	\$171,551
Fund Balance	\$3,671	\$312,573	\$159,903	\$44,027	\$662,143	\$177,882

Motion: To approve the consent calendar. Motion by Jane Quairola, second by James Tesche. The motion passed by a 6-1 vote with Anthony Catalani voting against the motion.

Action & Discussion Items

a. Ordinance #825 – Amend Chapter 305 (Solid Waste):

Motion: To enact Ordinance #825, to revise Chapter 305 (Solid Waste) to revise regulations governing the storage of solid waste and recyclable materials on properties within the Borough. Motion by Jane Quairola, second by James Tesche. Motion passed.

b. Ordinance #826 – Amend Chapter 277 (Rental Property):

Motion: To enact Ordinance #826, to revise Chapter 277 (Rental Property) to revise the time periods for registering vacant properties, and to add a new Section 277-14 concerning registration of short-term rental units. Motion by James Tesche, second by William Garber. Motion passed by a 6-1 vote with Jane Quairola voting against the motion.

Reports

- a. President's Report: President Shearer announced that she was pleased to see a larger audience for the meeting and thanked everyone for attending.
- b. Financial Report:
 1. Financial Statement: Ms. Pera provided a copy of the July 2023 Financial Statement.
 2. Delinquent Sewer & Refuse Account Report: Ms. Pera provided a copy of the July 2023 report.
- c. Fire Department: Ms. Pera mentioned that the fire department received a grant for \$41,628.57 from the federal grant program which will be used to replace the 30-year-old rescue tools on the Rescue-Engine.
- d. Library Report: There was no meeting in August 2023.

- e. Police Department: Chief Winters provided a copy of the July 2023 report.

Chief Winters then proceeded to address the misinformation that he has been receiving concerning the Western Lebanon County Regional Police Department by outlining the following points:

- In 2019 General Fund Expenditures for police was 38%
- In 2023 General Fund Expenditures for police was 40%
 - A 5yr increase of 2%

He also highlighted the department budgets and spending from 2019 through 2022:

2019 Budget

- Budgeted \$1,409,981
- Actual \$1,373,528

2020 Budget

- Budgeted \$1,603,198
 - Actual \$1,528,893
- The budget funds were spent as follows:
- Hired two officers.
 - Computer for the interview room
 - \$20,935 radio booster in police department
 - \$5,340 speed sign (sold old one and money used towards new one)
 - \$7,802 Computer & Software for electronic devices

2021 Budget (which included an extra pay period)

- Budgeted \$1,684,708
 - Actual \$1,574,140
- The budget funds were spent as follows:
- \$18,000 body camera system
 - \$3,500 riot gear

2022 Budget

- Budgeted \$1,790,579
 - Actual \$1,708,625
- The budget funds were spent as follows:
- \$10,000 to save towards the future new county radio system
 - \$4,320 Getac cloud storage
 - \$24,800 for Getac in car camera system for three vehicles

Chief Winters then addressed accusations from residents that the process of regionalization has not been transparent. He shared the following excerpts from the minutes from various Borough Council and Regional Police Commission meetings.

September 10, 2019

- PA DCED Regional Police Study: Chief Winters spoke with Chief Snyder of North Londonderry Township about the regionalization of the departments. Mr. Powl spoke to Township Manager Mike Booth. Mr. Powl reported that North Londonderry Township is willing to explore the possibility of regionalization and will participate in

the study. Council was pleased with this information and asked Chief Winters and Mr. Powl to move forward.

December 19, 2019

- Regional Police Study: Chief Winters and Mr. Powl outlined the regional police study presentation meeting held on December 18th. The presentation by the DCED consultant indicated that the merger is a strong possibility, both with personnel and financially, but it will take discussions between the two municipalities to agree on moving forward and how to implement the new department. Council was happy to hear that the possibility of merging was feasible and asked Mr. Powl to schedule a meeting with North Londonderry Township after the new year to begin the discussion.

January 23, 2020

- Mayor Carpenter announced that the Borough received a letter dated January 7, 2020, from Ron Fouche, Chairman, North Londonderry Twp Board of Supervisors, indicating that they are not interested in pursuing a regional police department. It was noted that this decision was made after the regional police study was presented and before any meeting between the municipalities was scheduled to discuss further options.

April 12, 2022

- Police Department: Chief Winters reported that the in-car camera installation was completed. He also provided information regarding the interest of other municipalities to pursue a Regional Police Study. The other municipalities include Annville Twp, N. Annville Twp, S. Annville Twp. Motion: To authorize the Palmyra Police Department to participate in a Department of Community and Economic Development study for the purpose of potentially merging Palmyra Borough, Annville Township, North Annville Township, and South Annville Township into a regional police department. Motion by Jane Quairol, second by Don Barry. Motion passed.

June 14, 2022

- Chief Winters reported that several officers attended training programs. He reported that the PA DCED Regional Police Study between the Borough, Annville Twp, and S. Annville Twp is nearing completion.

August 9, 2022

- Regional Police Department Study: President Shearer announced that Borough Council participated in an information session conducted by the Pennsylvania Department of Community & Economic Development (DCED) today at 1:00 p.m. in the Citizens Fire Co. training room to hear the results of a new regional police services study DCED conducted on behalf of Palmyra Borough, Annville Twp, and South Annville Twp.

The purpose of the study was to determine if the municipalities would benefit from consolidation by forming a full-service regional police department to serve all three municipalities. The study highlighted a department consisting of eighteen full-time officers and two full-time clerical personnel.

The Borough currently spends \$1.7 million of the general fund budget on police services. Preliminary costs analysis shows a reduction in that cost by \$300,000 with a regionalized department if all three municipalities participate at the 100% rate. Savings will be less if the municipalities participate at a lesser rate.

Borough Council discussed the advantages and disadvantages of the regional department and concluded that the only way to experience cost reductions is to move forward. Motion: To continue the process of moving the Palmyra Borough Police Department into a regionalized department with Annville Township and South Annville Township. Motion by Tom Miller, second by Jane Quairola. Motion passed.

September 13, 2022

- He provided an update on the Regional Police Department. Annville Township voted to regionalize their department with Palmyra. South Annville Township will meet tomorrow night to decide if they want to participate. Chief Winters stated that he and Chief Dugan, Annville Township, met with the Police Chief of York County Regional Police Department to discuss their experience with merging Palmyra Borough. He commented that the process will need to be overseen by a committee of municipal representatives to develop the charter agreement and establish the Regional Police Commission. James Tesche and Jane Quairola volunteered to serve on the committee. President Shearer offered to join the committee as well if a third member is required.

September 27, 2022

- Police Department: Chief Winters provided a copy of the August 2022 report. He reported that South Annville Township has decided not to participate with the regional police department and inquired if Council was still interested in pursuing the regional department with Annville Township. He believes the Borough could still save about \$50,000 per year for police services. Council agreed to continue moving forward with the regionalization.

Chief Winters stated that he is working on a Local Law Enforcement grant with the Pennsylvania Commission on Crime and Delinquency for the equipment needs for the regional department and he needed Council to authorize the application. Motion: To approve Resolution #2022-22, a resolution of the Borough Council of the Borough of Palmyra authorizing the application for a local law enforcement support grant from the Office of Justice Programs of the Pennsylvania commission on crime and delinquency. Motion by Jane Quairola, second by William Garber. Motion passed.

October 11, 2022

- Police Department: Chief Winters reported that a meeting is scheduled on October 19th with representatives from each municipality and DCED to discuss the next steps for establishing the regional police department.

October 25, 2022

- He also provided an update on the regional police department. The committee met on October 19th for direction on the next steps. A meeting schedule was determined to continue developing the commission charter. Mr. Powl inquired if Council was interested in moving forward with the Beers & Hoffman Proposal for Revised Building Schematics. Council would like to wait until they pass a Resolution creating the committee for regionalization before entering that phase.

November 10, 2022

- Chief Winters also provided an update on the regional police department meeting from November 9th. The committee is working on the charter agreement. The next meeting is scheduled for December 14th.

November 22, 2022

- Police Department: Chief Winters provided a copy of the October 2022 report. He also reported that he and the Annville Township Police Chief will be meeting on Friday, November 25, 2022, to continue discussion on the regional police department. He also provided a mutual aid agreement with Annville Township Police Department for Council to consider.

The departments have determined that it is in their mutual interest and benefit to furnish and receive supplemental police protection with each other. Motion: To approve a mutual aid agreement between the Palmyra Police Department and Annville Township Police Department. Motion by Jane Quairola, second by Tom Miller. Motion passed.

December 13, 2022

- The next committee meeting for the regional police department is scheduled for Wednesday, December 14th.

January 10, 2023

- Chief Winters provided an update on the regional police department discussions. The Committee is to meet again on January 11th to review the proposed charter agreement.

January 24, 2023

- Chief Winters announced that the regional police department committee would be meeting on February 8, 2023, to continue discussion on the charter agreement.

February 14, 2023

- He also reported that the Regional Police Committee met again to continue the discussions for the charter agreement.

March 14, 2023

- Police Department: Chief Winters provided a copy of the Regional Police Charter Agreement that was reviewed by the Solicitor. He explained that Annville Twp agrees with how the Charter is written. Councilor Quairola pointed out a few editing errors to be corrected. Motion: To approve the Regional Police Charter Agreement as presented and have the Solicitor develop an Intermunicipal Agreement for the Regional Police Department. Motion by Jane Quairola, second by Don Barry. Motion passed.

April 11, 2023

- Police Department: Chief Winters highlighted the department's participation in various training programs and weapons qualification. He also mentioned that Council will need to decide whom to place on the Regional Police Commission. There will be two elected representatives' positions for a three-year term and a citizen-at-large

position for a two-year term. Council agreed to continue allowing James Tesche and Jane Quairola to serve in this capacity. Councilor Tesche introduced Matthew Andrews, who was in attendance, as a resident interested in serving on the Commission in the citizen-at-large position. Borough Council will need to pass a Resolution to fulfill these appointments.

May 23, 2023

- He also reported on the May 10th inaugural meeting of the Western Lebanon County Regional Police Commission. James Tesche was elected Chairman, Rex Moore was elected Vice-Chairman, and Henry Lively was elected as Secretary/Treasurer.

President Shearer opened the floor for public comments regarding the regional police department:

- Kevin Fuhrman, 704 E Cypress St, stated he is a 50-year Borough resident and inquired if the Annville Township Police Department is a 24/7 operation.
 - Greg Reed, 233 E Hazel St, asked if the police officers contribute to their health benefits.
 - Ryan Kelly, 134 N Chestnut Street, commented that he supports regionalization, but does not believe this is the right time and may not be the right plan for the Borough.
 - Dave McCloskey, 212 E Ridge Rd, stated that the additional \$100,000 to the budget is a cheap cost for police service and he is willing to spend money for safety.
 - Tara Betz, 130 S. Harrison St, thanked Borough Council for their service to the community, but mentioned she is not supportive of the regional department because the working class will suffer too much. She wants to keep our police officers in the Borough.
- f. Recreation Commission: The Commission met in August, but the report was not shared with the Borough yet.
- g. Solicitor's Report: There was no report.
- h. Zoning Hearing Board: There are no hearings scheduled for Monday, September 11th.
- i. Borough Manager's Report:
- a. Phase A Stormwater Management System: (north of railroad tracks - west of N. Grant St.): Ms. Pera reported that the Borough Engineer was able to speak to the permit representative of Norfolk Southern who indicated that he should be able to hold the permit open until needed. However, if there is a need to make the permit payment quickly, the Borough Engineer recommended getting authorization for the expenditure now.

Motion: To authorize the expenditure of \$43,700 from Budget Line Item# 30.446.372 (Capital Reserve – Stormwater Management Projects) to pay the Norfolk-Southern permit fee for the installation and construction of an underground traverse pipeline crossing. Motion by Jane Quairola, second by Beth Shearer. Motion passed by a 6-1 vote with Anthony Catalani voting against the motion.
 - b. Executive Session. Ms. Pera requested a brief executive session at the conclusion of tonight's meeting to discuss a personnel matter.

Other Business

- Councilor Garber inquired if the cameras at the park have been repositioned.
- Councilor Miller thanked the members in the audience for their attendance and input in the discussion this evening.

Public Comment Period #2

- Mike Blouch, 81 Vista Dr, Annville, complained about the Borough charging flat rate sewer rates per each apartment unit. He stated he feels the \$50 rental registration fee per unit is too high and unjustifiable. He also stated he feels the motels within the Borough are in deplorable condition and wondered why nothing seems to be done about it.
- Tara Betz, 130 S. Harrison St, inquired who is responsible for the trashy looking yard sale signs and school athlete signs that never get removed from the poles along Main Street. She also complained about speeding on East Maple Street.
- Ryan Kelly, 134 N Chestnut St, said here needs to be better accountability for expenditures in the budget. He mentioned that the Commonwealth lost a lawsuit because the fees being charged to ATV users could not be justified and therefore had to be lowered.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, September 12, 2023 and Tuesday, September 26, 2023 beginning at 7:00 PM.

Motion to Adjourn

Motion to adjourn the meeting by James Tesche, second by William Garber. The meeting adjourned at 9:19 PM.

Respectfully submitted,

Brenda L. Pera
Assistant Borough Manager