

Palmyra Borough Council Meeting  
Tuesday August 27, 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, Jane Quairoli, Marcus Riddell, and James Tesche. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, Mayor Fred Carpenter, and Western Lebanon County Regional Police Chief Andrew Winters.

Special Visitors

- a. Brian Marchuk of Brown Plus was in attendance and provided the 2023 Audit Report. Mr. Marchuk reported that Brown Plus issued a clean audit opinion for 2023, which is the highest rating available. He indicated that the Borough has approximately 4 months of operating funds available. The average is 3 to 7 months, so the Borough is in a good financial position. He reported that according to 2022 actuarial calculations the Non-Uniform Pension Plan is slightly underfunded by 8% but expects to gain that back with improving market conditions and a new actuarial calculation performed in 2024. The Police Pension Plan is slightly overfunded at 106%. He had two recommendations for the Borough. First is developing a capitalization policy to keep an inventory of assets and equipment valued over \$25,000, and to make sure any costs for contracted special projects are invoiced and paid within the calendar year in which they occurred.
- b. Dr. Bill Seaton from ARM Group was present to explain the results of the Borough-wide geophysical study and stormwater model. Dr. Seaton explained that the borough is split fairly evenly between the Killinger Creek Watershed to the east and the Spring Creek Watershed to the west. The Borough receives approximately 42-inches of precipitation per year with 51% removed through evapo-transpiration, 33% removed via underground infiltration, and 16% removed via runoff. He explained the study revealed that Palmyra Borough can be broken down into 23 different local watersheds within the boundaries of the Borough. He explained that when the Millard Quarry located east of the Borough was in full operation the water level in the quarry was 60-feet below sea level and now that quarry operations have ceased the water level sits at approximately 400-feet above sea level. He explained the significant subsurface groundwater flow from the center of the Borough towards the east to the quarry and reported that, at the time of this report, the cessation of quarry operations and the subsequent rise in the water level of the Millard Quarry reveal no negative impacts to the capacities of the Borough's stormwater injection wells. Finally, Dr. Seaton outlined some areas of concern within the Borough and offered several suggestions on what he believes to be the best way to mitigate potential sinkhole activity by: monitoring and maintaining all underground pipes and utilities to ensure no leaks, maintain relatively impervious streets and consider paving all alleys, maintain rooftop water and non-septic wastewater management structures, manage stormwater runoff so surface water is directed to existing stormwater mitigation facilities, and if subsidence does occur, evaluate the situation in the context of this report and collect additional data as may be necessary to assess the magnitude of the hazard. Dr. Seaton applauded the Borough for conducting this study and for the vast stormwater management improvements that have been made over the past ten years or so, which has improved conditions and reduced major occurrences of subsidence and the level of effort required for remediation work.

Public Comment Period #1

- Dave McCloskey, 212 E Ridge Road, had questions concerning the storm water options for the Millfield development, and suggested that spending the extra money to run the

off-site stormwater east along the north side of E. Ridge Rd will likely be the better long-term option.

### Consent Calendar

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

- a. Approve the minutes of the August 13, 2024, Borough Council meeting.
- b. Approve payment of all bills listed on the July 2024 Detailed Check Listing Report.
- c. Approve the Treasurer's Report for the period July 1 through July 31, 2024:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$3,030,199	\$1,262,558	\$844,840	\$491,817	\$7,921	\$224,021
YTD Expenses	\$3,373,063	\$842,759	\$667,198	\$746,202	\$0	\$230,000
Difference	\$(342,864)	\$419,799	\$177,642	\$(254,385)	\$7,921	\$(5,979)
Fund Balance	\$731,239	\$614,575	\$279,011	\$1,201,410	\$2,241,515	\$41,781

	Library Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund	Fire Protection Tax Fund
YTD Revenue	\$28,751	\$151,026	\$390	\$7,076	\$335,579
YTD Expenses	\$22,000	\$135,974	\$0	\$525,701	\$192,802
Difference	\$6,751	\$15,652	\$390	\$(518,625)	\$142,777
Fund Balance	\$11,403	\$176,564	\$44,694	\$150,493	\$176,001

*Motion: To approve the consent calendar. Motion by Jane Quairoli, second by Nancy Fleegle. Motion passed.*

### Action & Discussion Items

- a. Trick-Or-Treat Night:

*Motion: Upon recommendation from the Western Lebanon County Regional Police Department Chief of Police, and the Lebanon County Police Chief's Association, Trick-Or-Treat Night shall be held in the Borough on Thursday, October 31<sup>st</sup> from 6-8 PM, rain or shine, in conjunction with Countywide Trick-Or-Treat Night. Motion by Marcus Riddell, second by James Tesche. Motion passed.*

### Reports

- a. President's Report: President Shearer wished everyone a Happy Labor Day weekend.
- b. Financial Report: Mr. Powl provided a copy of the July 2024 report.
- c. Fire Department: There was no report.
- d. Library Report: Councilor Quairoli provided a copy of the August 2024 report.

- e. Western Lebanon County Regional Police Department: Chief Winters presented a copy of the updated Charter Agreement for Council's consideration.

*Motion: To approve the amendment to Article VII, Section B, of the Western Lebanon County Regional Police Department (WLCRPD) Charter Agreement to reflect how "court-based revenue" must be managed for deposit to the WLCRPD. Motion by James Tesche, second by Beth Shearer. The motion passed by a 6-1 vote with Anthony Catalani voting against the motion.*

- f. Recreation Commission: Councilor Quairolì announced that the scholarship program for the PARPC Summer Camp program was renamed in honor of Barry Reigle, who served for almost 30 years in public service with North Londonderry Township and the Borough of Palmyra.

- g. Solicitor's Report: There was no report.

- h. Zoning & Codes Enforcement: Mr. Powl commented that there is a hearing scheduled for Monday September 9<sup>th</sup> at 5:30 PM for the following application:

- a. 338 N. Railroad Street (Railroad Street Investments, LLC):
- Seeking a Variance of the 35-foot maximum height allowance in the (LI) Light Industrial District to enable a building renovation 41-feet high.

Council did not take a position regarding the application.

- i. Borough Manager's Report:

1. East Ridge Road – Melrose (Phase #1) Update: (Off-Site Stormwater) Mr. Powl commented that the Borough is waiting to hear from North Londonderry Township regarding permission to extend a pipe along the northside of E. Ridge Road and connect it to the inlet at the bottom of the NLT reservoir which then crosses under E. Ridge Rd.
2. Mr. Powl stated that the senior home on W. Main Street is under new ownership, and the car show scheduled for September 15<sup>th</sup> on W. Cherry Street has been cancelled.
3. Mr. Powl reported that the trash and recycling bids were opened at 2:00 PM. Two hauling companies submitted bids: Waste Management and Casella Mid-Atlantic, LLC. Casella was the low bidder. The bid packet has been sent to the Borough Solicitor for review. Under the new proposed plan, it is estimated that the current quarterly costs of \$89.00 would need to be increased to \$103.00 per quarter. If Council decides to include 96-gallon refuse totes and 65-gallon recycle totes, the quarterly fee would be \$112.00 per unit. The bid award will be on the agenda for the next Council meeting.

#### Other Business

- Councilor Riddell questioned if any other municipality in Lebanon County assessed a library tax.

#### Public Comment Period #2

- Dave McCloskey, 212 E. Ridge Road, had questions about the different type of storm water pipe being considered by the Borough Engineer for installation along the northside of E. Ridge Road.

#### Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, September 10, 2024, and Tuesday, September 24, 2024, beginning at 7:00 PM.

Motion to Adjourn

*Motion to adjourn the meeting by Jane Quairolì, second by Nancy Fleegle. The meeting adjourned at 8:36 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager