

Palmyra Borough Council Reorganization Meeting  
January 4, 2016  
7:00 PM

Mayor Fred Carpenter called the meeting to order at 7:00 PM in Council Chambers of the Palmyra Municipal Center, located at 325 S. Railroad St. Council members in attendance included Pat Hennessy, Joe Templin, Councilor-elect Brian Craig, Councilor-Elect Carissa Mellinger, Councilor-Elect Beth Shearer, Councilor-Elect Mark Smith, and Councilor-Elect Ralph Watts. Also in attendance were Borough Manager Roger Powl, and Assistant Borough Manager Brenda Pera. Police Chief Stan Jasinski was absent from the meeting.

Newly Elected Borough Council Members Sworn in by Mayor

Mayor Carpenter administered the Oath of Office to Brian Craig, Carissa Mellinger, Beth Shearer, Mark Smith, and Ralph Watts. All candidates signed their Affidavit of Residency.

Council Reorganization

- a. Nomination Process: Mayor Carpenter read the following instructions –
- Nominations for Officers do not require seconds;
  - Nominee may decline nomination immediately, or after a vote is taken;
  - Persons may nominate themselves;
  - Nominations will be voted on in the order in which they were nominated;
  - The first Nominee to achieve a majority vote shall be declared elected to the position by the Mayor, and no votes are taken on any remaining Nominees;
  - If only one person is nominated for a position and the Nominee does not decline the nomination, the Mayor may declare that Nominee elected to the position by unanimous consent, and no vote is necessary.
- b. Election of Council President and Vice President: Mayor Carpenter opened the floor for nominations for President.
- Pat Hennessy nominated himself.
  - Ralph Watts nominated Beth Shearer.

Mayor Carpenter closed nominations for Council President and called for a roll call vote for the nomination of Pat Hennessy.

|                          |   |            |
|--------------------------|---|------------|
| <i>Brian Craig</i>       | - | <i>Yes</i> |
| <i>Pat Hennessy</i>      | - | <i>Yes</i> |
| <i>Carissa Mellinger</i> | - | <i>Yes</i> |
| <i>Beth Shearer</i>      | - | <i>No</i>  |
| <i>Mark Smith</i>        | - | <i>No</i>  |
| <i>Joe Templin</i>       | - | <i>Yes</i> |
| <i>Ralph Watts</i>       | - | <i>Yes</i> |

Pat Hennessy was elected President by a 5-2 vote.

Mayor Carpenter called for nomination for Vice President.

- Ralph Watts nominated Beth Shearer.
- Pat Hennessy nominated Mark Smith.

Mayor Carpenter closed nominations for Council President and called for a roll call vote for the nomination of Beth Shearer.

|                          |   |            |
|--------------------------|---|------------|
| <i>Brian Craig</i>       | - | <i>No</i>  |
| <i>Pat Hennessy</i>      | - | <i>No</i>  |
| <i>Carissa Mellinger</i> | - | <i>No</i>  |
| <i>Beth Shearer</i>      | - | <i>No</i>  |
| <i>Mark Smith</i>        | - | <i>No</i>  |
| <i>Joe Templin</i>       | - | <i>Yes</i> |
| <i>Ralph Watts</i>       | - | <i>Yes</i> |

The nomination for Beth Shearer as Vice President was defeated by a 5-2 vote.

Mayor Carpenter called for a roll call vote for Mark Smith.

|                          |   |            |
|--------------------------|---|------------|
| <i>Brian Craig</i>       | - | <i>Yes</i> |
| <i>Pat Hennessy</i>      | - | <i>Yes</i> |
| <i>Carissa Mellinger</i> | - | <i>Yes</i> |
| <i>Beth Shearer</i>      | - | <i>Yes</i> |
| <i>Mark Smith</i>        | - | <i>Yes</i> |
| <i>Joe Templin</i>       | - | <i>Yes</i> |
| <i>Ralph Watts</i>       | - | <i>Yes</i> |

*Mark Smith was elected unanimously as Vice President.*

Mayor Carpenter relinquished the gavel to the new Council President who presided over the remainder of the meeting.

#### Public Comments

- Maddie Reed, 221 E. Hazel Street inquired about the Borough property located at 40 E. Front Street. She also inquired when the banners that are still hanging along Main and Railroad Streets will be removed.

#### Appointments

- a. Resolution #2016-01 - Borough Manager/Secretary/Treasurer: (As required by Section 43-2 of the Palmyra Code of Ordinances)

*Motion: To approve Resolution #2016-01, a resolution to re-appoint Roger E. Powl to serve as the Borough Manager & Secretary/Treasurer, at the discretion of Borough Council, until the First Monday of January 2018. Motion by Mark Smith, second by Beth Shearer. Motion passed unanimously.*

- b. Resolution #2016-02 - Assistant Borough Manager/Assistant Secretary/Treasurer: (As required by Section 43-10 of the Palmyra Code of Ordinances)

*Motion: To approve Resolution #2016-02, a resolution to re-appoint Brenda L. Pera to serve as the Assistant Borough Manager & Assistant Secretary/Treasurer, at the discretion of Borough Council, until the First Monday of January 2018. Motion by Mark Smith, second by Beth Shearer. Motion passed unanimously.*

c. Resolution #2016-03 - Vacancy Board Chairman Appointment:

*Motion: To approve Resolution #2016-03, a resolution to appoint Robert J. Buchter to serve a one (1) year term as the Borough Council Vacancy Board Chairman, expiring December 31, 2016. Motion by Ralph Watts, second by Beth Shearer. Motion passed unanimously.*

d. Resolution #2016-04 - Borough Solicitor:

*Motion: To approve Resolution #2016-04, a resolution to re-appoint Josele Cleary of Morgan, Hallgren, Crosswell & Kane, P.C., 700 N. Duke Street, Lancaster, PA 17604 to serve as the Borough Solicitor, at the discretion of Borough Council, until the First Monday of January 2018. Motion by Ralph Watts, second by Joe Templin. Motion passed unanimously.*

e. Resolution #2016-05 - Borough Engineer:

*Motion: To approve Resolution #2016-05, a resolution to re-appoint W. Max Shradley, PE of RETTEW Associates, Inc., 5031 Richard Lane, Suite #111, Mechanicsburg, PA 17055, to serve as the Borough Engineer, at the discretion of Borough Council, until the First Monday of January 2018. Motion by Beth Shearer, second by Mark Smith. Motion passed unanimously.*

f. Resolution #2016-06 - Zoning Officer & Codes Enforcement Officer:

*Motion: To approve Resolution #2016-06, a resolution to re-appoint Light-Heigel Associates, Inc., 430 E. Main St., Palmyra, PA 17078, to serve as the Borough Zoning Officer, Codes Enforcement Officer, and State UCC Building Code Official, at the discretion of Borough Council, until the First Monday of January 2018. Motion by Carissa Mellinger, second by Beth Shearer. Motion passed unanimously.*

g. Resolution #2016-07 - Fire Service Commission Members:

*Motion: To approve Resolution #2016-07, a resolution appointing Beth Shearer, Borough Council; James Tesche, Borough Resident, and; Roger Powl, Borough Manager, to serve as voting members on the Palmyra Fire Services Commission for the Year 2016. Motion by Joe Templin, second by Pat Hennessy. Motion passed unanimously.*

h. Resolution #2016-08 - Municipal Reps - Lebanon Co. Tax Collection Committee:

*Motion: To approve Resolution #2016-08, a resolution appointing Ronald E. Fouche' to serve as the delegate, and Lisa M. Daubert as the alternate delegate, to the Lebanon County Tax Collection Committee for the Year 2016. Motion by Joe Templin, second by Beth Shearer. Motion passed unanimously.*

i. Resolution #2016-09 – Palmyra Municipal Authority Board Member: Mr. Powl explained that the term on the Palmyra Municipal Authority Board served by Jay Arnold has expired. Mr. Arnold does not wish to be re-appointed, and no replacement has been found. Councilor Watts explained that he would be willing to serve as an Authority board member, if two Borough Council members are allowed to serve on an Authority board at the same time. Mr. Powl will research.

j. Resolution #2016-10 – Borough Sanitary Sewer Engineer: Mr. Powl informed Council that Dale Shope of Gannett-Fleming is retiring as of March 11, 2016. He has been the sanitary sewer engineer

for many years, but to appoint him again would appoint Gannett-Fleming who would replace Dale with someone else after his retirement. Mr. Powl contacted RETTEW, for the purpose of securing a sanitary sewer engineer. Mr. Powl also mentioned that he has spoken with Dale Shope about the possibility of becoming a part-time employee of the Borough after his retirement to be utilized as an on-call consultant. Mr. Shope and Chris Foreman, from RETTEW, could work together on sewer issues for succession planning purposes.

*Motion: To approve Resolution #2016-10, a resolution appointing Chris Foreman, PE of Rettew Associates, Inc., 5031 Richard Lane, Suite #111, Mechanicsburg, PA 17055 to serve as the Borough Sanitary Sewer Engineer, at the discretion of Borough Council, until the First Monday of January 2018. Motion by Joe Templin, second by Mark Smith. Motion passed unanimously.*

#### Other Business

- Mr. Powl explained a math error in the computation of employee benefits for the 2016 budget. He indicated that he subtracted the dental and vision costs out of the medical benefits rather than adding them into the total amount. He informed Council that the error caused a shortage in the general fund of \$13,634, the refuse fund of \$8,103, and the sewer fund of \$5,230. He believes that there is room in the budget to cover these shortages, but wanted Council to know in case they chose to reopen the budget.

He also mentioned that this error required him to look at the total contributions that the Borough employees were required to make. He mentioned that the employees are making contributions up front, but if the employees stay healthy, the Borough receives a reimbursement from Benecon for unused premiums. None of the reimbursement goes back to the employees who are making contributions. Council considered the idea of developing a wellness program to provide incentives for employees to stay healthy and help keep the benefit costs lower. They asked Mr. Powl to look into available options.

- Councilor Watts stated that he is excited about 2016 and working with the new Council.
- Mayor Carpenter shared his idea for a fundraising event that would consist of something similar to Mechanicsburg's Jubilee Day, but would include a craft show and car show too. Any funds raised would go for the betterment of the community.

#### Announcements

President Hennessy announced that Borough Council will conduct a public workshop meeting on Tuesday, January 12, 2016 beginning at 6:00 PM and its regular monthly public meeting on Tuesday, January 26, 2016 beginning at 7:00 PM.

#### Adjournment

*Motion to adjourn by Brian Craig, second by Beth Shearer. Motion passed unanimously. The meeting adjourned at 7:46 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager