

Palmyra Borough Council Reorganization Meeting  
January 2, 2018  
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 Councilor-Elect Josh Holl, Councilor-Elect Carissa Mellinger, Councilor-Elect Jane Quairolì, Beth Shearer, Mark Smith and Councilor-Elect Joe Templin. Also in attendance were Borough Manager Roger Powl, Assistant Borough Manager Brenda Pera, and Police Chief Stan Jasinski.

Newly Elected Borough Council Members Sworn in by Mayor

Mayor Carpenter administered the Oath of Office to Josh Holl, Carissa Mellinger, Jane Quairolì and Joe Templin. All candidates signed their Affidavit of Residency.

Council Reorganization

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.

Election of Council President and Vice President: Mayor Carpenter opened the floor for nominations for President.

- Mark Smith nominated Beth Shearer.

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

<i>Josh Holl</i>	-	<i>Yes</i>
<i>Carissa Mellinger</i>	-	<i>Yes</i>
<i>Jane Quairolì</i>	-	<i>No</i>
<i>Beth Shearer</i>	-	<i>Yes</i>
<i>Mark Smith</i>	-	<i>Yes</i>
<i>Joe Templin</i>	-	<i>Yes</i>

Beth Shearer was elected President by a 5-1 vote.

Mayor Carpenter called for nominations for Vice President.

- Beth Shearer nominated Mark Smith.

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

<i>Josh Holl</i>	-	<i>Yes</i>
<i>Carissa Mellinger</i>	-	<i>Yes</i>
<i>Jane Quairolì</i>	-	<i>No</i>
<i>Beth Shearer</i>	-	<i>Yes</i>
<i>Mark Smith</i>	-	<i>Yes</i>
<i>Joe Templin</i>	-	<i>Yes</i>

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

Public Comments

- Bill Zeiders, 333 E. Main Street, requested Gary Laudermilch be appointed to the open Council seat. He also expressed that he feels that the Borough Manager and Assistant Borough Manager need to be replaced, and the Codes Enforcement Officer position should be eliminated.
- Deann Silks, 27 N. Harrison Street, questioned the procedure for Right to Know requests concerning Police Reports.

Appointments

- a. Resolution #2018-01 – Appoint Borough Manager/Secretary:

*Motion: To approve Resolution #2018-01, a resolution to re-appoint Roger E. Powl to serve as the Borough Manager/ Secretary, at the discretion of Borough Council, until the First Monday of January 2020. Motion by Joe Templin, second by Mark Smith. Motion passed by a 5-1 vote with Jane Quairolì voting against the motion.*

- b. Resolution #2018-02 – Appoint Assistant Borough Manager/Assistant Secretary/Assistant Treasurer:

*Motion: To approve Resolution #2018-02, a resolution to re-appoint Brenda L. Pera to serve as the Assistant Borough Manager /Assistant Secretary/ Assistant Treasurer, at the discretion of Borough Council, until the First Monday of January 2020. Motion by Mark Smith, second by Beth Shearer. Motion passed by a 5-1 vote with Jane Quairolì voting against the motion.*

- c. Resolution #2018-03 – Appoint Treasurer:

*Motion: To approve Resolution #2018-03, a resolution to re-appoint Christine L. Donough to serve as the Treasurer, at the discretion of Borough Council, until the first Monday of January 2020. Motion by Carissa Mellinger, second by Joe Templin. Motion passed.*

- d. Resolution #2018-04 – Appoint Zoning Officer & Codes Enforcement Officer:

*Motion: To approve Resolution #2018-04, a resolution to re-appoint Michelle A. Bowman, to serve as the Borough Zoning Officer / Codes Enforcement Officer, and; to re-appoint Light-Heigel Associates, Inc., 430 E. Main St., Palmyra, PA 17078, as the PA Uniform Construction Code (UCC) Building Code Official, at the discretion of Borough Council, until the First Monday of January 2020. Motion by Joe Templin, second by Mark Smith. Motion passed by a 5-1 vote with Jane Quairolì voting against the motion.*

- e. Resolution #2018-05 – Appoint Borough Solicitor:

*Motion: To approve Resolution #2018-05, 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 2020. Motion by Carissa Mellinger, second by Joe Templin. Motion passed.*

- f. Resolution #2018-06 – Appoint Borough Engineer:

*Motion: To approve Resolution #2018-06, 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 2020. Motion by Joe Templin, second by Carissa Mellinger. Motion passed.*

g. Resolution #2018-07 – Appoint Borough Sanitary Sewer Engineer:

*Motion: To approve Resolution #2018-07, a resolution appointing Dennis Hammaker, 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 2020. Motion by Mark Smith, second by Joe Templin. Motion passed.*

h. Resolution #2018-08 – Appoint Vacancy Board Chairman:

*Motion: To approve Resolution #2018-08, a resolution to appoint Brian C. Craig, to serve a one (1) year term as the Borough Council Vacancy Board Chairman, expiring December 31, 2018. Motion by Carissa Mellinger, second by Josh Holl. Motion passed.*

i. Resolution #2018-09 – Appoint Fire Service Commission Members:

*Motion: To approve Resolution #2018-09, 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 2018. Motion by Joe Templin, second by Carissa Mellinger. Motion passed with Josh Holl abstaining due to his membership with the Fire Department.*

j. Resolution #2018-10 – Appoint Municipal Reps – Leb. Co. Tax Collection Committee:

*Motion: To approve Resolution #2018-10, a resolution appointing Ronald E. Fouche' to serve as the delegate, and Lisa M. Daubert to serve as the alternate delegate, to the Lebanon County Tax Collection Committee for the Year 2018. Motion by Josh Holl, second by Joe Templin. Motion passed.*

k. Resolution #2018-11 – Appoint Planning Commission Members:

*Motion: To approve Resolution #2018-11, a resolution appointing Jim Hartman and Carissa Mellinger to serve new four (4) year terms on the Palmyra Planning Commission, expiring December 31, 2021. Motion by Mark Smith, second by Joe Templin. Motion passed.*

l. Resolution #2018-12 – Appoint Zoning Hearing Board Members:

*Motion: To approve Resolution #2018-12, a resolution appointing Susan Verhoek as a regular member of the Palmyra Zoning Hearing Board, who shall serve the remainder of the three (3) year term vacated by J. Edward Kaylor, expiring December 31, 2019, and; appointing J. Scott Bidding to serve as an alternate member to the Palmyra Zoning Hearing Board, who shall serve a new three (3) year term, expiring December 31, 2020. Motion by Josh Holl, second by Joe Templin. Motion passed.*

m. Resolution #2018-13 – Appoint Palmyra Borough Municipal Authority Board Member:

*Motion: To approve Resolution #2018-13, a resolution appointing Gretchen Van Scyoc to serve a new five (5) year term as a Palmyra Municipal Authority Board Member, expiring December 31, 2022. Motion by Mark Smith, second by Joe Templin. Motion passed*

n. Resolution #2018-14 – Appoint Palmyra Civil Service Commission Members:

*Motion: To approve Resolution #2018-14, a resolution appointing Brian Osteen to serve a new six (6) year term on the Palmyra Civil Service Commission, expiring December 31, 2023. Motion by Carissa Mellinger, second by Joe Templin. Motion passed.*

Borough Council Vacancy

Council discussed the process to fill the vacancy on Council created by the resignation of Brian Craig. Mr. Powl stated that Council has until February 1, 2018 to make the appointment and the new appointee will need to be re-elected in the 2019 municipal election to serve the final two (2) years of the four (4) year term, which will expire the first Monday in January 2022.

Council decided that resumes were not required, but if an interested candidate wants to submit one, it should be sent to Mr. Powl by Tuesday, January 9, 2018. Council agreed that no borough-wide robocall should be made to announce the position. Council will interview interested candidates at the January 9<sup>th</sup> public meeting.

Other Business

There was no other business.

Announcements

President Shearer announced that Borough Council will conduct a public meeting on Tuesday, January 9, 2018, and on Tuesday, January 23, 2018, beginning at 7:00 PM.

Adjournment

*Motion to adjourn by Carissa Mellinger, second by Jane Quairolì. The meeting adjourned at 7:39 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager