

Palmyra Borough Council Meeting  
 Tuesday June 24, 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, Anthony Catalani, Nancy Fleegle, Jane Quairoli, 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.

Announcements

President Shearer announced that Borough Council held an executive session prior to this evening’s meeting to discuss legal issues with the Borough Solicitor as permitted by the Pennsylvania Sunshine Act. Any official action resulting from the Executive Session will occur during a public meeting.

Public Comment Period #1

There were no public comments.

Consent Calendar

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

- a. Approve the minutes of the June 10, 2025 Borough Council meeting.
- b. Approve payment of all bills listed on the May 2025 Detailed Check Listing Report.
- c. Approve the Treasurer’s Report for the period May 1 through May 31, 2025:

	General Fund	Sewer Fund	Refuse Fund	Capital Reserve Fund	Special Sewer Fund	Liquid Fuels Fund
YTD Revenue	\$1,659,095	\$898,225	\$754,011	\$13,752	\$20,653	\$223,566
YTD Expenses	\$1,996,406	\$614,129	\$568,515	\$64,891	\$110,840	\$230,000
Difference	\$(337,311)	\$284,096	\$185,496	\$(51,139)	\$(90,187)	\$(6,434)
Fund Balance	\$1,520,995	\$505,108	\$277,236	\$632,842	\$2,331,938	\$35,611

	Library Fund	Joint Fire Apparatus Fund	Cemetery Fund	Employee Benefits Fund	Fire Protection Tax Fund
YTD Revenue	\$27,743	\$1,113	\$282	\$1,511	\$316,278
YTD Expenses	\$23,000	\$0	\$0	\$9,158	\$94,281
Difference	\$4,743	\$1,113	\$282	\$(7,647)	\$221,997
Fund Balance	\$5,259	\$178,791	\$45,258	\$238,466	\$250,873

*Motion: To approve the consent calendar. Motion by Marcus Riddell, second by Nancy Fleegle. Motion passed.*

### Action & Discussion Items

- a. Electronic Skill Games Regulation Ordinance: President Shearer asked if there was any support on the following motion:

*Motion: To authorize the Borough Solicitor to prepare an ordinance amending Chapter 380 – Zoning of the Code of Ordinances to provide regulations on skill games. The motion died for lack of a first and second on the motion.*

- b. Road Closure Request – Palmyra Church of the Brethren Picnic & Carnival:

*Motion: To authorize the closure of Arch Street between N. Chestnut Street and Hamilton Alley on Thursday July 17, 2025 & Thursday August 14, 2025 from 5:30 PM – 7:30 PM in order for the Palmyra Church of the Brethren to host community picnic/cookout events, and Thursday October 30<sup>th</sup> from 6:00PM – 8:00 PM for the church to host a community “Trunk or Treat” event. Motion by Jane Quairolì, second by Nancy Fleege. Motion passed.*

- c. Resolution #2025-04 – Appoint Emergency Management Coordinator for WLCREMA:

*Motion: To approve Resolution #2025-04, a resolution appointing Tracy Nornhold as the new Western Lebanon County Regional Emergency Management Agency Emergency Management Coordinator, replacing John Breive who will be retiring at the end of 2025. Motion by Jane Quairolì, second by Beth Shearer. Motion passed.*

- d. Road Closure Request – New Covenant Church of Palmyra Back to School Worship & Prayer Night:

*Motion: To authorize 1) the closure of W. Cherry Street between N. Railroad Street and S. Locust Street, and 2) authorize the playing of live music (as required by Section 241-6.C(3) of the Palmyra Borough Code of Ordinances) on Saturday August 23, 2025 from 5:30 PM – 9:00 PM for the church to host a “Back to School Worship & Prayer” event. Motion by Marcus Riddell, second by James Tesche. Motion passed.*

### Reports

- a. President’s Report: President Shearer thanked Tracy Nornhold for accepting the Emergency Management Coordinator position for WELCREMA.
- b. Mayor’s Report: Mayor Miller shared his enthusiasm for all the various events happening in the municipality and the opportunities to bring the residents together.
- c. Financial Report: Mr. Powl provided a copy of the May 2025 report.
- d. Fire Department: There was no report. Mr. Powl announced that the Fire Services Commission will meet on July 2, 2025 at 6 PM.
- e. Library Report: Councilor Quairolì provided a copy of the June 2025 report. She highlighted that the library book sale will begin on July 12<sup>th</sup> at the First United Methodist Church.
- f. Police Report – Western Lebanon County Regional Police Department: Sergeant Stickler was in attendance to answer any questions concerning the May 2025 report. He explained that they are finishing the hiring process with the new officer tentatively scheduled to start July 14<sup>th</sup> at the latest. Councilor Catalani asked how many officers are on patrol at any given

time and asked the police to keep an eye out for folks parking in yellow no parking zones that cause sight distance problems at intersections. Mayor Miller expressed that he is happy with the statistics and the amount of work being done by the Officers. Councilor Riddell asked if something could be done about the loud group of motorcycles that seem to be riding a loop on the north side of town.

- g. Recreation Commission: Councilor Quairoli commented that there is no July meeting scheduled.
- h. Solicitor's Report: There was no report.
- i. Zoning & Codes Enforcement: No hearings are scheduled for Monday July 14<sup>th</sup>.
- j. Borough Manager's Report:
  - 1. East Ridge Road – Melrose (Phase #1) – Off-Site Stormwater Update: Mr. Powl explained that he was informed by Dave McCloskey that the option to pipe the off-site stormwater to the east along the south side of E. Ridge Road through the Hackett property may still be a possibility according to discussions he had with Mr. Hackett. Jennifer Hackett, 505 E. Ridge Road, asked Council for an opportunity to ask questions. Her request was granted by President Shearer. Ms. Hackett stated that they have not received answers to the questions raised by her husband at a previous meeting. She believes that the Borough, North Londonderry Township, and PennDOT need to have further discussions regarding the stormwater issues in that location because she feels the property owners have been pitted against each other. The Hackett's are not opposed to further discussion about running the stormwater through their open field. However, they would like to know the environmental impact of the water quality that would be conveyed to their property, and also would like assurances that the possibility of sinkhole development will not be increased as a result of increased water flow. Mrs. Hackett also expressed her gratitude to the fire department for their efforts in battling a barn fire on their property this past weekend.
  - 2. W. Main St. & S. Mark St. Drainage Culvert Update: Mr. Powl stated that he met with Acting Public Works Superintendent Elijah Macfarlane, Jack Custer of Custer Excavating, and Mike Knouse, Borough Engineer, at the drainage culvert to establish a game plan for the repair. There is concern for the possibility of the concrete slabs being damaged while being lifted. The Borough will flush the culvert and then camera the area to determine if any issues can be identified before lifting the concrete panels off the top. Once the panels are lifted, the ledge will be cleaned, new mastic will be added, and the panels lowered onto the culvert again. Then the edges of the panels will be drilled and pinned to the culvert walls to eliminate any future movement. The plan is to close eastbound traffic at Lingle Ave and utilize Cherry Street as the detour and allow westbound traffic to continue utilizing Main Street during the project. Council expressed concerns for using Cherry Street as a detour, but there is no other way to close the road. The only other option will be to limit traffic to one lane at a time by using a traffic control company. Working at night is also a possibility.

#### Other Business

- Both Councilor Riddell and Councilor Catalani commented that they would not be at the next meeting on July 8th.

Public Comment Period #2

There were no public comments.

Announcement

President Shearer announced that Borough Council will conduct its next public meetings on Tuesday, July 8, 2025, and Tuesday, July 22, 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 7:24 PM.*

Respectfully submitted,

Roger E. Powl  
Borough Manager