August 27, 2026

EAST PETERSBURG BOROUGH
COMMITTEE MEETING MINUTES
August 27, 2026 6:00 p.m.
Held in person: 6051 Pine Street, East Petersburg, PA

ROLL CALL:
Council Members:
Debra Miller - President, John Herr - Vice President, Adam Gochnauer - ProTem, Brendan Garrett - Member, Evan Hunter - Member, David Tirado - Member, Sandra Valdez - Member (Absent)
Mayor: Dereck Duffy
Borough Manager: Karen St. Clair

Meeting was called to order by Debra Miller, President of Borough Council, at 6:00 p.m. with a moment of silence, and Pledge of Allegiance.

I. VISITORS: Karyl Carmignani, Cory Lyon, Meredith McMonigal, Caleb Simmers, Jay Parrish, Marilyn Parrish

VISITOR / PUBLIC COMMENTS:

1. **Lancaster Public Library – Lancaster City Branch and Mountville Branch**
   Jon Heinly, Director of Donor Advising and Lisa Holland, Executive Director, gave the Annual Lancaster Public Library presentation. They reported 28% of East Petersburg residents are using the Library at one or both locations resulting in 2,436 items being borrowed. Value of the items borrowed is $70,644.00. In addition, many members of the community who do not have computers rely on the library to use the public access computers. They offer outreach services along with programming and much more. Funding continues to be an issue for Public Libraries with PA funding being $40.00 less per capita than the national average. They are working to get enough signatures on a petition that would allow for a question to be posed on the November 3rd ballot regrading a county library tax that would benefit all the libraries in the county. They thanked East Petersburg for the continued support. It was pointed out that many residents of the borough also use Manheim Library.

II. AGENDA ITEMS FOR <u>DISCUSSION AND REVIEW ONLY</u>

1. **<u>Scott Liggins – Main Street Water Main Tie-in Project</u>**
   This project would connect water lines on Main Street from Advanced Auto to Martin Drive. This will allow for better water flow within our water system. If we would ever need water from the city the water enters the City Interconnect from their main water line to our main water line. If we tie in the Main Street line, this gives two paths for the water to enter our system. Rettew has everything they need to process the LSA Grant application. It is a 100% grant up to 1 million with no match. Engineer fees will be budgeted. This could be a phased project if necessary. Deadline to apply for the LSA grant is 11/30/2026. This would be a 2028 project if grant is received.

2. **<u>Box & Run Cards / EPB Box Letter for EPFC</u>**
   The box and run card is used for emergency dispatch purposes. The box is a location identifier, and the run card depicts which fire co. is going to the location. Currently the box card shows 2323 is East Hempfield Twp. but it should be East Petersburg. EPFC will be added to all dispatched QRS calls in the borough. A letter will be sent in support of the changes. This will be on the 9/1 agenda.

3. **<u>Cory Lyons - EPB Hockey Rink Grant Request</u>**
   Hockey Club would like to apply for a grant to refurbish/rebuild the hockey rink. They have been keeping up repairs but the cracks under the foundation are getting too big and it will eventually become unsafe. If awarded they could receive up to $250,000.00. Since the borough is the owner of the rink, they will need a letter of support for this. There will be no financial burden to the borough. This will be on the 9/1 agenda.

4. **<u>Review Amended Snow Emergency Plan</u>**
   There are two proposed changes to Ordinance 308:
   (1) Change ticketing fee from $150.00 to $20.00 – This change will be done by Resolution 941.
   (2) Change 8 hours' notice to 4 hours' notice for towing. This change will need to be done by an amendment to the ordinance. The amendment will be presented at September's Committee meeting along with the other ordinances that are being updated.

Resolution 844 has been established to supplement Ordinance 308, by updating the snow emergency plan and spelling out the necessary steps and timeline to follow. Wayne at Wayne's Towing was helpful with providing information for Page 3. The intent is to make the process easier for everybody by giving notice of snow emergencies. Wayne's Towing is the contracted Towing Company for Northern Lancaster Couty Regional Police Department.

5. **Municibid Items: 04 GMC truck, propane stove**
   Resolution 942 authorizes the sale of municipal property by internet auction on Municibid. Items for sale are 2004 GMC Pickup Truck, and a Propane stove. It will be advertised in LNP. Auction will begin on September 7 and conclude on October 5.

6. **E-bike/ E-Scooter Information**
   There has been damage to the courts and other park areas from e-bikes and e-scooters. An e-bike is a pedal cycle with motor assist. If it has a motor larger than 750 watts, can exceed 20 mph and weighs over 100 lbs., it is considered a motorized-pedal cycle and must follow traffic laws. There is currently no law that clearly outlines e-bike rules. The best thing we can do is share the information we have. A micromobility chart has been established by PA Dept. of Transportation. This information can be found on the borough website. It is important for parents to review this information and share with their children for the safety of everyone.

7. **2027 MMO (Minimum Municipal Obligation)**
   The total obligation is $68,291.00 for 2027. This will be on the 9/1 agenda.

8. **Payable review 08/27/2026**
   No additions to the regular bills. The auditor discovered an overestimate of MMO in the amount of $3,975.00, total compounded interest is $1,521.00 that should have been included in July 2021. The state of PA has just now notified us of this. The overestimate was due to an employee ending employment halfway through the year.

9. **Fire Company Financials – For Review Only:** Reviewed by Council.

10. **Misc. items:**
    David Tirado - Asked for an update on non-compliant property maintenance and the cat ordinance.
    Manager St. Clair said Amy Leonard, the borough solicitor will have the Ordinance amendments at the September Committee meeting.

III. NEW BUSINESS - ACTION ITEMS – Council may discuss/deny/approve.

President Miller asked if there were any questions about the action items. There were no questions.

1. ***It was moved and seconded (Councilmember Gochnauer/ Councilmember Herr) with unanimous approval by the board, to approve July 2026 Committee Meeting Minutes.***

2. ***It was moved and seconded (Councilmember Tirado/ Councilmember Hunter) with unanimous approval by the board, to authorize Rettew to proceed with the LSA grant application for the Main Street Water main tie-in project.***

3. ***It was moved and seconded (Councilmember Gochnauer/ Councilmember Hunter) with unanimous approval by the board, to approve Resolution 942, to sell municipal property by internet auction, Municibid: 2004 GMC Pickup Truck and Propane Stove.***

IV. EXTRA ITEMS: Issues arising in the last 24 hours: None.

V. ANNOUNCEMENTS:

A. The borough office will be closed Monday, September 7th in observance of the Labor Day Holiday.
B. EP Historical Society is having their annual Civil War encampment on September 26, 2026. During the event, they will have a musket firing demonstration at 11:30, 1:30, and 3:30. All are welcome!

EXECUTIVE SESSION: None requested.
REGUALR MEETING ADJOURNMENT: 7:41 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary