

**EAST PETERSBURG BOROUGH
COMMITTEE MEETING MINUTES**

August 28, 2025 6:00 p.m.

Held in person: 6051 Pine Street, East Petersburg, PA

ROLL CALL: Council Members: Debra Miller – President, John Schick - Vice President, Adam Gochnauer - ProTem, John Herr – Member, Randy Rannels - Member, Sandra Valdez – Member
Mayor: Bill Trovato, Borough Manager: Karen St. Clair, Borough Solicitor: Amy Leonard

VISITORS: Karyl Carmignani, Kevin Martin, Jeff Moseman, Meredith McMonigal, Josh Roberts, James Swarr, David Tirado, Sarah Hurst, Samanth Berrier, Maegon McAllister, McKenna Lam, David Keener

MEETING CALLED TO ORDER: 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/PUBLIC COMMENTS:

1. Sarah Hunt, Samantha Berrier and Maegon McAllister and several of their neighbors were present to request signs be installed near 5800 block of Geneva Drive to alert neighbors and residents of a low vision child. It was also requested that speed bumps be installed to control speeding. Ms. McAllister said her bus is often late which makes her late to school and if there was a sign and speed bumps to slow traffic, she could safely cross the street to take the bigger bus with the other neighborhood children, and then she would not be late. John Schick said unfortunately, Federal Highway Administration does not allow these types of signs and PennDOT follows these regulations. This is because it is a sign without a clear message. Adam Gochnauer said that in 2026 the Police Dept. will be purchasing real time tracking to show data on this area and any other area in question. This data will allow the police to focus on the areas of need. In the meantime the police will be notified of a low vision child at this location. This information will also be shared with an employee of the bussing company about the bus being continually late.
2. Josh Roberts voiced concern regarding hydrant flushing and not knowing the exact day and time. He also voiced concern regarding Will Sharp's resignation not being on the agenda in July. He also voiced concern regarding Stevens Street paving.

II. AGENDA ITEMS FOR DISCUSSION AND REVIEW ONLY

1. Open council seat through 01/05/2026 – David Tirado

Council reviewed David Tirado's resume and letter of interest to fill the vacant council seat due to Will Sharp's moving out of the borough. Mr. Tirado has a background in education, business and leadership and has been involved in budgeting. He is currently on the ballot for the November election to hold a seat on Council which would begin 01/05/2026. He hopes to learn as much as he can about the borough over the next 90 days.

2. Kevin Martin – Stevens Street

Due to a few cars not being moved when paving was initially done, the contractor had to come back. It was not raining when application was applied and the product was dry when he left at 3:20 p.m. The rain began after the road was already dry, but there was still runoff. Midland Asphalt did come back to reapply and the road is complete and quality is good. In the past, we had Martin Paving do the work, but they were not low bidder this time, so we had to go with Midland Asphalt who submitted the lowest bid. The quality of work was good with Midland Asphalt but communication was not. There is a performance bond in place to cover issues with the road but the road was checked and there are no issues. Kevin Martin returned all calls. Residents were informed to call the contractor for any damage to personal property. In the future we will give more details in the specifications to cover communications, which is the contractor's responsibility.

3. Kevin Martin and Adam Gochnauer - Street Sweeper

The street sweeper was purchased 10 years ago to sweep the borough. It has now grown into a small business. The sweeper is now in need of repairs more frequently and parts are outdated. New sweeper through costars is \$326,000.00 plus warranty \$11,857.00, if ordered prior to 9/16/2025. After that, the price would increase by \$10,000.00 due to tariffs. Sweeper would be paid for in 2026.

New sweeper is same machine just a new model with updated features and parts. Old sweeper will sell on Municibid. With the growing number of sweeping accounts, there is a need to hire an additional person who will also assist MS4/Special projects/Public Works. The revenues from the sweeper accounts pay for the sweeper and all expenses, and street sweeping in the borough. Replacing the sweeper every six years would avoid pricey repairs and downtimes, and also allow for higher resale of older sweepers.

4. **Jeff Moseman – Hollow Drive Triple Pipe Relining Project**

Sink hole on Hollow Dr. was reported by resident which was investigated and found the triple corrugated storm pipe beneath Hollow Drive has severe corrosion spots that have rusted thus creating a large hole in 2 of the 3 pipes. This allowed stone and soil to be washed away around the roadway and compromising structural integrity. The heavy rains this year have contributed to this increased deterioration. This was to be included in the 2026 budget. Due to the accelerated deterioration, this should be completed upon delivery of the liner September 15, 2025. Cost of pipes through costars is \$109,250.00. There is a temporary patch on this.

5. **Review fee schedule for park events**

We do not currently have a fee for this in our fee schedule. We will check with other municipalities to see what they charge and revisit this. Larger events will need special consideration with overnight stays.

6. **Amphitheater sign-waiver form**

The parents met with Manager St. Clair and requested to have the father and son put the sponsor sign back the way it was. He is a contractor and has experience doing this type of work. A waiver form has been prepared for this. Pictures and specs of how it needs to be will be attached to forms for parents to sign. The materials were not damaged so they can be re-used.

7. **Hockey rink renewal**

Communication has been great. They have used their own funds to make improvements. There have been no complaints. It is just a matter of renewing the agreement.

8. **Add floating day to the holiday schedule**

This is a day that staff members can use for a cultural holiday when the office is not closed. This is something that other municipalities are now offering.

9. **2026 MMO (minimum municipal obligation)**

The minimum requirement of 8% has been budgeted.

10. **Review Account Payables**

No additions to the regular bills.

11. **Misc. Items**

- Bill Travoto - Blues Fest will be held this weekend.
- John Herr - There are a lot of stones left behind from sidewalk repairs on Lemon St. This will be looked into.
- John Schick – Asked if the screening for pickleball is in yet. We will know more tomorrow.
- Manager St. Clair – An additional dog station will be added in the borough.

12. **Fire Company financials – for review only:** Reviewed by Council.

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

1. *It was moved and seconded (A. Gochnauer /R. Rannels) with unanimous approval by the board, to approve July 2025, Committee Meeting Minutes.*
2. *It was moved and seconded (J. Schick /J. Herr) with unanimous approval by the board, to approve Resolution 918, appointing David Tirado to fill the council seat vacancy of East Petersburg Borough, and to hold said office until January 5, 2026 pursuant to section 901 of the Borough Code, 8 Pa.C.S.A. § 901.*

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3. *It was moved and seconded (A. Gochnauer /R. Rannels) with unanimous approval by the board, to approve ordering the street sweeper in 2025 and payment will be due in January 2026 with a 3-year warranty, not to exceed \$348,011.73.*
4. *It was moved and seconded (J. Schick /J. Herr) with unanimous approval by the board, to approve quote from Guyer Brothers in the amount of \$109,250.00 for the Hollow Drive Triple Pipe Relining project.*
5. *It was moved and seconded (J. Herr /J. Schick) with unanimous approval by the board, to approve payment to Asphalt Maintenance Solutions in the amount of \$125,951.11 for the Lemon Street Ultra-thin bonded course.*
6. *It was moved and seconded (R. Rannels /A. Gochnauer) with unanimous approval by the board, to approve payment No. 1 to SLC Excavating, LLC in the amount of \$40,284.13 for the Community Park project.*

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

V. ANNOUNCEMENTS:

- The borough office will be closed Monday, September 1st in observance of the Labor Day holiday.
- The next borough council meeting will be held on Tuesday, September 2, 2025 at 7:00 p.m. and the next committee meeting will be on Thursday, September 25, 2025.

REGULAR MEETING ADJOURNMENT: 8:20 p.m.

EXECUTIVE SESSION FOR PERSONNEL MATTERS: Time in: 8:26 p.m. – Time out: 8:47 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary