

**EAST PETERSBURG BOROUGH
COMMITTEE MEETING MINUTES
February 26, 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
Mayor: Dereck Duffy, Borough Manager: Karen St. Clair, Borough Solicitor: Amy Leonard

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, Jeff Moseman, Kristin Troop, James Rohrer, Cappy Panus, Anthony Quinones, Samuel Maurer, Caleb Simmers, Erin Matthews

VISITOR & PUBLIC COMMENTS:

Kristin Troop – EPEC: Gave presentation and shared 2026 upcoming Events: April 25 - Bingo night, June 6 - Community Yard Sale & Chicken BBQ, June 26 - Music, Movie & Fireworks, July 10 - Music in the Park, August 7 - Touch A Truck, August 29 - Blues Fest, September 16 through 19 - East Petersburg Days, October 10 - Pumpkinfest, December 11&12 - Santa in the Park. They continue to hold as many free family events as possible with the help of their sponsors and volunteers. They are always looking for more sponsors and volunteers.

James Rohrer – EPFC: SCBA (air packs):

The air packs they are using will need replaced in five months. They would like to purchase 25 MSA GI SCBA each with spare cylinder, 40 facepieces, cylinders for RIT packs and SABAs, SCBA spare batteries and charging station and fittings. Total purchase cost is 242,788.00. They received 193,359.00 in grant funds with a 10% grant match. The total EPFC out of pocket amount due is 49,201.00 They requested that East Petersburg Borough cover the EPFC out of pocket amount with fire tax. This was not budgeted for.

Cappy Panus congratulated Adam Gochnauer on his retirement.

Cappy Panus expressed concern regarding passing a Public Speaking Policy.

II. AGENDA ITEMS FOR DISCUSSION AND REVIEW ONLY

1. Pine Street – ADA Ramps

The borough engineer has proposed modifications for the curb ramp layout at the intersection of State & Pine St. to be done in conjunction with the upcoming Pine St. Water Main Improvement Project.

The proposed ADA-compliant ramps will be relocated to improve pedestrian safety and to clarify pedestrian routing to eliminate the appearance of an unintended crossing at an unsafe location. The hope is to encourage crossing at State & Main where there is a signal-controlled crossing. The proposed ramps will support a future sidewalk extension along Pine St.

2. Ordinance 331 – Planning Commission Ordinance to decrease board members from seven to five.

This will be advertised and put on the April 7th agenda.

3. Public Speaking Policy Resolution

There was a discussion on passing a resolution/policy for public speaking. Members will consider any revisions to the policy and then a final draft of the policy will be made available for public review.

4. Resolution 933 – Building Code Official – Commonwealth Code

We are currently using SDE but would like to go back to using Commonwealth Code. They will invoice each project directly, which will keep costs down and eliminate receiving monthly billings for BCO fees.

5. Resolution 934 – Accident and Illness Prevention Program manual (AIPP)

As a member of Benecon, our workers' compensation carrier, we are required to follow these standard policies & procedures through the Workers Compensation Act.

6. Review FY2025 financial audit

Manager St. Clair reviewed the 2025 audit report with council. There were no findings and all accounting practices were accurate and timely. Auditors commended the borough's ability to remain under budget and highlighted the positive practice of transferring surplus funds to PLGIT. It was recommended that someone be trained for all managerial tasks as a backup

7. Review Payables for 02/26/2026

No additions to the regular bills.

8. Misc. items

- David Tirado – Thanked Manager St. Clair and the team for a great audit.
- John Herr – Bus stop bench is damaged. Public works will check on this, and bench will be replaced later this year.
- Debra Miller – Attended Boroughs Association meeting along with several other councilmembers.

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 January 2026, Committee Meeting Minutes.***
2. ***It was moved and seconded (Councilmember Valdez / Councilmember Tirado) with unanimous approval by the board, to approve Resolution 933, appointing Commonwealth Code as the Building Code Official and the UCC compliance officer.***
3. ***It was moved and seconded (Councilmember Gochnauer / Councilmember Garrett) with unanimous approval by the board, to approve Resolution 934, Accident & Illness Prevention Program Manual.***

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

V. ANNOUNCEMENTS:

- The next borough council meeting will be held on Tuesday, March 3, 2026, at 7:00 p.m. and the next committee meeting will be on Thursday, March 26, 2026.

VI. REGULAR MEETING ADJOURNMENT: 7:49 p.m.

VII. EXECUTIVE SESSION FOR LEGAL AND PERSONNEL MATTERS: In: 7:57 p.m. - Out: 9:05 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary