

**EAST PETERSBURG BOROUGH
COMMITTEE MEETING MINUTES
January 22, 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, Mike Reihart, Keith McMinn, Chadd Nesbit, Austin Mitchell, Jeff Moseman

VISITOR & PUBLIC COMMENTS:

PSH Life Lion EMS: Keith McMinn - Senior Director, Dr. Michael Riehart - EMS Medical Director, and Dr. Chadd Nesbit - Emergency Physician. They all work together to run PSH Life Lion Services. In 2025 they handled 16,431 service calls in Lancaster County with EMS stations located in E. Hempfield, W. Hempfield, Manheim Borough, Mt. Joy, Columbia, Hellam, Lancaster Medical Center and soon in Salunga. They handled 273 calls in 2025 for EPB, with an average response time of 9 minutes. EMS Agreement proposed is for a 5 yr. term with auto-renewal and no municipal contribution until January 2030; \$5.00 per capita after that.

II. AGENDA ITEMS FOR DISCUSSION AND REVIEW ONLY

1. Planning Commission – 7 members to 5

Our current ordinance allows for seven members. As terms have expired, it has been hard to fill vacancies, and we only have five of the seven seats filled. The Borough is fully built-out therefore not many items come up for PC review. It was agreed that five would be a feasible number of members moving forward. This will need to be changed by ordinance.

2. Resolution 929, Authorized signers for borough bank accounts

This resolution will establish authorized signers for all borough accounts and requiring two signatures on all checks on borough accounts.

3. Resolution 930, Obsolete material/equipment

The Borough does not have a policy for selling items under 2,000.00. Manager St. Clair has consulted with other municipalities and the borough solicitor to develop a resolution to allow the borough to sell such items online and through electronic sale.

4. Resolution 931, Pension compliance amendment

This will amend what is already in place to comply with Act 22. This amendment will only apply to former members regarding starting ages and distributions.

5. 2026 PA Classics Soccer Tournament dates

This has been shared with NLCRPD.

6. Review Payables for 01/22/2026

No additions to the regular bills.

7. Review 4Q25 Financials

Karen St. Clair reviewed the 4Q25 Financials with council members.

8. Misc. items

- Karen St. Clair - Zoning hours will be Tues. and Thurs. 10:00 a.m.– 1:00 p.m.
A snow emergency will be in effect during the upcoming snowstorm. This information is posted on the website.

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- Dereck Duffy - Attended Mayors Webinar through PSBA and will soon attend newly elected officials.
- Deb Miller - Attended Santa in the Park in December. There was a great turnout with many families.
- Jeff Moseman - Asked if we would need to advertise obsolete items when we sell them as we do for Muncibid. Amy Leonard will check on this.

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

1. *It was moved and seconded (Councilmember Gochnauer / Councilmember Tirado) with unanimous approval by the board, to approve October 2025, Committee Meeting Minutes.*
2. *It was moved and seconded (Councilmember Gochnauer / Councilmember Hunter) with unanimous approval by the board, to approve Resolution 929, to add John Herr as an authorized signer for all borough bank accounts.*

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

V. ANNOUNCEMENTS:

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

VI. REGULAR MEETING ADJOURNMENT: 7:09 p.m.

VII. EXECUTIVE SESSION FOR LEGAL AND PERSONNEL MATTERS: In: 7:14 p.m. - Out: 8:05 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary