

January 23, 2025

**EAST PETERSBURG BOROUGH
COMMITTEE MEETING MINUTES
January 23, 2025 6:00 p.m.
Held in person: 6051 Pine Street, East Petersburg, PA**

CALL TO ORDER: Meeting was called to order by John Schick, Vice-President of Borough Council, at 6:00 p.m. with a moment of silence, and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President (Absent), John Schick - Vice President, Adam Gochnauer - ProTem, John Herr - Member, Randy Rannels - Member, William Sharp - Member, Sandra Valdez – Member (Absent)
Mayor - James Malone, Borough Manager - Karen St. Clair, Borough Solicitor - Amy Leonard

VISITORS: Karyl Carmignani, Don Kissinger, Cappy Panus, Sam Maurer IV, Tammy & Jef Moseman, Mark Cohen, Violet DeStefano, Jarod Carpenter, James Swarr, Josh Roberts

I. PUBLIC COMMENTS:

1. **Miranda Weiss – Girl Scout Cadette** – Was not in attendance. She will attend the 2/27/2025 meeting.

II. AGENDA ITEMS FOR DISCUSSION AND REVIEW ONLY

1. **Violet DeStefano: Discuss “special need registry” for emergency preparedness**

This registry would enhance the emergency services' ability to serve residents in a timely and effective manner during an emergency or disaster. Many surrounding counties have implemented special need registries. Lancaster does not have this yet. Lancaster County Department of Public Safety currently does not have the ability to store this information with their computer aided dispatch; they are looking to upgrade to be able to capture this information. All first responders in East Petersburg do have the Active 911 app and the information collected through a special need registry could be used through this app for pre-planning, or when they go out on calls. Violet DeStefano would like to move forward with the Special Needs Registry and working with Manger St. Clair and the Solicitor to ensure legal compliance in preparing documents.

This will be put on the next agenda for a vote. If this is approved, the documents would go to council for approval prior to being mailed out with the billings. The form could also be put on the website, email blast, and into the newsletter. The voluntary response from the residents will determine how great the need is for this registry.

2. **Karen/Amy: Planning Commission policy**

The Borough's Planning Commission was first established by Ordinance number 4, in 1948 to create the 7-member board. We currently only have 6 members. We are having a hard time filling the open seat.

The final piece of large land in the borough has been developed, and there has only been a hand full of meetings over the last several years.

An amendment to the ordinance will be worked on to reduce the number of members from 7 to 5.

3. **Karen/Amy/Mayor: Resolution between council and mayor to authorize Borough Manager to act within the executive branch with NLCRPD?**

It was agreed that there is no issue warranting this at this time. If a need arises a resolution will be established.

4. **Karen: update on projects and future grants**

There will be many projects on the 2/4/2025 agenda to advertise to put out to bid: Park Improvement Grant Project, Lemon Street Ultrathin Project, Basketball Court & Parking Lot Overlay Project, and Pine Street Water Main Replacement Project. The State Street Pipelining Project will come later.

With Pine Street Water Main Project coming up, it was discussed making Pine Street one-way heading south between State and New. Councilmember Sharp and Councilmember Herr talked to residents on Pine Street re: making this section one way and there were concerns that it will lead to speeding.

This could be tested and evaluated with a temporary measure by resolution before making it a permanent ordinance. A letter will be sent to residents/homeowners near this portion of Pine Street to notify them of a special meeting on February 27, at 6:00 p.m., at the start of the committee meeting, to further discuss the proposed traffic change. The special meeting will be advertised.

5. **Karen: follow-up 5890 Main Street – stormwater issue**

Owner of property said there is a stormwater issue behind his barn. This was checked out by Staff for layout and sloping in this area, and it was determined that the water actually flows away from this property. It was pointed out that it could be a spouting issue on his property. Lancaster County Historical Society sent a letter thanking East Petersburg Council for preserving a historical property.

6. **Makers Market – Christmas in July Event**

Application was received requesting use of the park & amphitheater on July 19, 2025 for this event. Everything is the same as last year. If this is approved, Violet DeStefano will work with Megan on emergency planning.

7. **Review Account Payables 01/23/2025**

No additions to the regular bills.

8. **Karen: Review 4Q24 Financials**

Manager St. Clair reviewed the 4Q 2024 Financials for General, Water and Trash with councilmembers.

9. **Fire Company Financials – for review only:** Reviewed by Council.

10. **Misc. Items:**

John Herr said Lancaster Bike Club has grant money available. The borough will apply for this grant after the park grant is finished and we determine what is left that we still need.

III. ACTION ITEMS

1. *It was moved and seconded (R. Rannels / J. Herr) with unanimous approval by the board, to approve October 2024 Committee Meeting Minutes.*

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

V. ANNOUNCEMENTS:

- The next Brough Council meeting will be held on Tuesday, February 4, 2025 at 7:00 p.m. and the next committee meeting will be on Thursday, February 27, 2025.
- Planning Commission will hold a meeting on Thursday, February 20, 2025 to review a special exception.
- Trash Pick-up is Saturday this week.

EXECUTIVE SESSION FOR LEGAL MATTERS: None.

ADJOURNMENT: 7:42 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary