July 23, 2026

# EAST PETERSBURG BOROUGH
# COMMITTEE MEETING MINUTES
## July 23, 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 (Absent), Evan Hunter - Member (Absent), David Tirado - Member, Sandra Valdez - Member
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, Don Kissinger, Violet De Stefano

VISITOR / PUBLIC COMMENTS: None.

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

1. **<u>Violet De Stefano: Review Beer Garden Guidelines and EOP</u>**
   Beer Garden Guidelines: They normally do not have any issues with this, but it did come up at an event last year when the rules of the Beer Garden were not being followed by taking the alcohol out of the designated area. Guidelines have been established to include steps that can be followed in a situation like this with consideration of liabilities. The Borough grants permission for events but is not the responsible party.

   Emergency Operation Plan: The EOP will provide for updated documentation outlining the procedures, roles, responsibilities, and authorities for responding to emergencies or disasters in the Borough. This will be on the August agenda. After approved, this will be filed with the county.

2. **<u>Payable review 07/23/2026</u>**
   No additions to the regular bills.

3. **<u>Review 2Q26 Financials</u>**
   Manager St. Clair reviewed the 2Q2026 Financials with Council.

4. **<u>Review 2Q27 draft budget items for General/Water/Trash funds.</u>**
   Manager St. Clair reviewed the Draft Budget for General/Water/Trash funds with Council. Trash will need to go out to bid in 2027 for 2028. Library contribution will be revisited in September/October.

5. **<u>Fire Company Financials – For Review Only:</u>** Reviewed by Council.

6. **<u>Misc. items:</u>**
   Mayor Duffy - Attended PA Association of Mayor's conference in Bethlehem, PA. Working on establishing a website for the Mayor to communicate with residents directly. The 911 system will be integrating different types of emergencies and how they are dispatched.
   David Tirado - Grant money has become available for road improvements for budget year 2026; Manager St. Clair is working on this with Jeff Moseman.
   Manager St. Clair - Working with borough solicitor on ordinance updates. Council will review these at an upcoming meeting when they are completed.

**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 Tirado) with unanimous approval by the board, to approve June 2026 Committee Meeting Minutes.***

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

**V. ANNOUNCEMENTS:**

A. National Night Out is Tuesday, August 4th from 6-8pm, with bike ride starting at 5:30 p.m. at EP Pool. The next Borough Council meeting will be held on Wednesday, August 5, 2026, and the next Committee meeting will be held Thursday, August 27, 2026.

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 for personnel matters: None.

Regular meeting was adjourned: 7:18 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary