

July 24, 2025

**EAST PETERSBURG BOROUGH  
COMMITTEE MEETING MINUTES**

**July 24, 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, William Sharp – Member (Absent), Sandra Valdez – Member (Absent) Mayor: Bill Trovato  
Borough Manager: Karen St. Clair, Borough Solicitor: Amy Leonard, Borough Engineer: Michael Bingham

**VISITORS:** Karyl Carmignani, Don Kissinger, David Tirado, Dereck Duffy, Jeff Moseman, Josh Roberts, Jamie Rohrer, Mark Cohen, Ted Moyer, Michael Bingham,

**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. Michael Bingham, Borough Engineer, gave an update on the Pine Street Water Line Replacement Project. The work is nearly completed. Today, the contractor had some issues and there was an MS4 violation which has been corrected. They will be back on Monday to finish the final tie-in and restoration. Notices for boil water advisories will be posted on affected properties on 7/28/2025. This information will be on the website.

**II. AGENDA ITEMS FOR DISCUSSION AND REVIEW ONLY**

**1. EPFC – LSA Grant**

The fire company will be applying for an LSA Grant in the amount of 775,000.00, however they need support from a municipality. They asked Council for support in the application of the grant. The grant is for additional space at the fire station to create more kitchen space, additional storage for the FD and borough office. They would also like to add EOC workspace that can be used by people who work remotely allowing them to be on site and go out on calls. State Representative, Nikki Rivera has pledged her letter of support. Senator Malone will also be giving a letter of support. Amy Leonard, Borough Solicitor said the borough will be required to pass a resolution. She will look into the procurement process.

**2. Review Amendments to Traffic Ordinance**

This will be updated to reflect any new traffic changes that aren't included. This will include the new signage at State and Main to restrict vehicles over 30 ft. turning right onto State Street. It will also include Pine and Broad Street parking changes that were made, and upcoming changes to remove except right turn from the stop sign.

**3. Amphitheater Sponsor Sign quotes**

Randy Rannels met with four contractors to correct the damages created by vandalism and add some shrubbery. Manager St. Clair has reached out to the parents and has not received a response. An amount to repair the damage that was done will be determined and turned over to the police. The Borough will cover any costs for additional improvements to this area

**4. Kingdom of Wonders – Acrobat Event**

Mayor Trovato was contacted by Kingdom of Wonders asking for approval to hold an event at the park from 8/11 through 8/24. It was agreed there is a lot that goes into planning for something like this, including an emergency plan, and this is too short of notice. We currently do not have a fee for an event like this in the fee schedule.

**5. Review EMC's ICA (independent contractor agreement)**

This agreement is due to expire at the end of 2025, with automatic renewals. Everything will stay the same except for the rate.

6. **Review Uniform and Boot Policy**

This policy is being revised to allow for a total allowance of 400.00 per year. Sweatshirts and T-shirts will be provided. The Borough will reserve the right to deduct amounts for an employee who terminates within 90 days of purchasing items. All items the Borough provides must be turned in at exiting interview.

7. **Review Account Payables**

No additions to the regular bills.

8. **Review 2Q Financials**

Manager St. Clair reviewed the 2Q2025 Financials with Council.

9. **Review Draft Budget Items for General/Water/Trash Funds**

Manager St. Clair reviewed the Draft Budget for General/Water/Trash funds with Council.

10. **Misc. Items**

- Randy Rannels – Crosswalk painting going across State Street at Reeves Road to Park is faded. Piano key paintings will be painted at this spot. The island area will also be painted and so will the crosswalk at Graystone and Cottage.
- Mayor Trovato – EP Fire Co. and EP Events Committee partnered together to hold a touch-a-truck and food truck event on Friday August 8<sup>th</sup> from 5:00 – 8:00 p.m. at East Petersburg Park.

11. **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 June 2025, Committee Meeting Minutes.*
2. *It was moved and seconded (R. Rannels/ J. Schick) with unanimous approval by the board, to deny the Kingdom of Wonders Acrobat event at the Community Park on Friday, August 8, 2025.*

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

V. **ANNOUNCEMENTS:**

- The next borough council meeting will be held on Wednesday, August 6, 2025 at 7:00 p.m. and the next committee meeting will be on Thursday, August 28, 2025.
- Back to School Event at Penn Medicine Park (former Clipper Stadium) will be held on August 10, 2025. Pre-register at [www.reprivera.com](http://www.reprivera.com) before August 4<sup>th</sup>.

**REGULAR MEETING ADJOURNMENT:** 7:51 p.m.

**EXECUTIVE SESSION FOR LEGAL MATTERS:** Time in: 7:57 p.m. – Time out: 8:19 p.m.

Respectfully Submitted,  
Kim Strayer, Recording Secretary