

**EAST PETERSBURG BOROUGH  
COMMITTEE MEETING MINUTES  
July 25, 2024 6:00 p.m.  
Held in person: 6051 Pine Street, East Petersburg, PA**

**CALL 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.

**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  
Mayor: James Malone (Absent), Borough Manager: Karen St. Clair, Borough Engineer: Michael Bingham, Borough Solicitor: Amy Leonard

**VISITORS:** Karyl Carmignani, Samuel Maurer V, Roger Thomas

**I. PUBLIC COMMENTS:** None

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

1. **72/Graystone Road Traffic Signal Improvement Project Plan:** After going back and forth with PennDOT's engineering firm working to get all safety measures and maximum electronic devices in place at this intersection, plans have been agreed upon. Advanced warning sign will be installed, pole will be moved back off the road, left turn lane added, and a new light with radar detection. This project is covered under the TIP program. This will be put out to bid November/December. Council thanked John Schick for his work on this. The Advanced warning sign will be located in E. Hempfield. An M.O.U. for maintenance has been established.
2. **ROW utility draft ordinance:** Amy Leonard, Borough Solicitor gave an overview of the ROW ordinance which is inline with the state and federal regulations for constructing, operating, and maintaining facilities in the Right of Way. We currently regulate this and do not have a problem with it. This ordinance is mainly to keep things consistent with other municipalities. The code enforcement officer will enforce the regulations. Amy Leonard will check on downed lines and attachment to municipal structures as it pertains to PennDOT.
3. **Park/Rec Information: Pickleball/Tennis Court: 2<sup>nd</sup> entrance , noise abatement, memorial benches & Graystone Road Tennis courts:** Council discussed possible options and decided on the following:
  - Second Entrance/Exit: Council discussed installing 2<sup>nd</sup> gate placed on Northside of court for safety due to currently only having one way of egress. Estimate was received in the amount of \$1,575.00. This will be on the 8/7 agenda.
  - Noise Abatement: Only one company makes these, and they do not fully block the noise. They are very costly – \$11,700.00. Noise decibel was checked and highest was 72 (comparable to washer/dryer). Signs have been ordered to ensure the park hours are being followed. Signs will be installed soon.
  - Memorial Benches: Composite material with engraving on back (not plaque). Public works will install. There should be no cost to us for this. Will check on costar pricing and finalize costs. Information will be made available to residents when pricing is set.
  - Graystone Road Tennis Courts: They are aging with cracks and holes, and they do not get used. To resurface and turn to pickleball would cost approx. 60,000.00 and there is still no parking. Courts are too close to homes so noise would also be an issue. The court is a liability as is. Jeff Moseman will work on getting costs to remove courts. Other areas in the borough that have parking could be better utilized for future pickleball courts if needed.
  - Basketball Court at Constitution Square: These courts are in bad shape with cracks but still get used a lot. This area has not had upgrades in a while. Jeff Moseman will work on getting costs to resurface courts..
4. **2Q24 Financials:** Manager St. Clair reviewed the 2Q24 financials with council.

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5. **2025 Draft Budget for G/W/T funds:** Manager St. Clair reviewed the preliminary draft budget for G/W/T with council. No tax increase. Proposing a water increase by \$2.32; trash - no increase. Constitution Square re-mulching will continue through next year. Manager St. Clair proposed keeping the funding to \$3,500.00 and to not increase library funding to the \$1.00 per capita or even higher as recently suggested at a previous meeting. This is to ensure money is kept for borough's future needs. It was agreed on by council to make the annual contribution \$3,500.00.
6. **Account Payables 07/25/2024:** Reviewed by Council. - No Additions to the regular bills.
7. **Fire Company Financials – for review only:** Reviewed by Council.
8. **Misc. Items:**
  - Manager St. Clair
  - Wheels for Warriors will hold event for students on Monday August 12, at the Community Center. Free haircuts and backpack giveaway for those in need.
  - Debra Miller:  
Representative Mike Sturla will hold a back to school event at the Clipper Stadium on Sunday, August 18<sup>th</sup>, from 12 pm – 4:00 pm. Enjoy free haircut, music, food, and activities. Free game begins at 5:00 pm.

### III. ACTION ITEMS

1. *It was moved and seconded (A. Gochnauer / R. Rannels) with unanimous approval by the board, to approve June 2024 Committee Meeting Minutes.*
2. *It was moved and seconded by (J. Schick / S. Valdez) with unanimous approval by the board, to approve the 72/Graystone Road Traffic Signal Improvement Project. The documents include a) Traffic signal plan, b) TE-160, c) Traffic signal permit, d) Revised O&M Agreement*
3. *It was moved and seconded by (A. Gochnauer / J. Herr ) with 5-1 approval by the board, to approve Final Payment to Telco, Inc. in the amount of \$14,449.20 for the Traffic Signal Improvement Project at 72/Miller and 72/Enterprise. John Schick abstained due to employment with Rettew.*
4. *It was moved and seconded by (A. Gochnauer / S. Valdez ) with unanimous approval by the board, to approve Resolution 895, to authorize Borough Manager, Karen St. Clair to transfer \$442,200.00 from General Reserves and \$260,300.00 from Water Reserves to the PLGIT Investment Funds*

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

### V. ANNOUNCEMENTS:

- The next Borough Council meeting will be held on Wednesday, August 7, 2024 at 7:00 p.m. due to National Night Out event on Tuesday, August 6<sup>th</sup> from 6-8 p.m. Donors include: Turkey Hill, Herr's, S. Clyde Weaver, Weis, Mad Chef, NLCRPD, Barnstormers, HARC, Waynes Towing and EP Fire Dept.
- There will be an opening on the Planning Commission as of 1/12025. Submit letters of interest to Manager St. Clair.

**EXECUTIVE SESSION FOR PERSONNEL MATTERS:** None

**ADJOURNMENT:** 8:31 p.m.

Respectfully Submitted,  
Kim Strayer, Recording Secretary