

**EAST PETERSBURG BOROUGH
COMMITTEE MEETING MINUTES**

March 26, 2026 6:00 p.m.

Held in person: 6051 Pine Street, East Petersburg, PA

ROLL CALL: Council Members: Debra Miller – President (Absent), 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
Staff members: Jeff Moseman, Kevin Martin

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

I. VISITORS: Karyl Carmignani

VISITOR & PUBLIC COMMENTS: None.

II. AGENDA ITEMS FOR DISCUSSION AND REVIEW ONLY

1. Kevin Martin/ Jeff Moseman – Presentation for future administration building

Manger St. Clair explained last year the Fire Company came to us and asked for support for LSA grant because they need space, and it is clear that we need space, as well. After collaborating with Jeff and Kevin to put some ideas together for future planning, a concept plan for a new office building was prepared for this presentation. The old tennis courts on Graystone Road are planned to be taken down, and this location could be used for a new office. Proposed office would be larger, have additional restroom for public use, conference room/ meeting room that can be used for public meetings, along with garage to store yard waste bags, bins, and borough vehicle. Parking lot would hold approximately 18 cars.

Grants could be applied for: LSA opens 9/1 and is due 11/30. This grant can pay up to 1 million. Engineer plan would need to be acquired. RFP will need prepared to acquire an architectural opinion. Approximate current cost for this project is 3 million. We currently have a lease through 2032, so there is plenty of time.

Last year the Public Works Maintenance Shop project was presented to allow for storage for the borough's equipment and vehicles, including the new street sweeper. The cost of that project is 1.3 million. The public works project has been budgeted for over 3-years. There is a preliminary architectural plan for this project.

LSA grant can also be applied for to use for this project. It would be best to apply for one project at a time in case only a partial grant would be awarded. This will all be on the April 7th agenda.

Adam Gochnauer pointed out that his appliance store will be going up for auction and could potentially fill both needs. It was pointed out that this is not something that council has officially been asked to authorize and since Mr. Gochnauer is a council member would it be a conflict of interest. Amy Leoanrd, borough solicitor said if this is something council wants to discuss pursuing, they will do so during executive session.

2. Events Committee – use of concession stand

The Events Committee would like to start utilizing the concession stand at the park now that the renovations are complete. The Agreement will allow for the Events Committee to use the concession stand for events. All state certifications must be acquired.

3. Sell municipal items – street sweeper and generator

It was discussed and decided to put a reserve of \$25,000.00 on the street sweeper. The generator will not have a reserve. Bidding will begin at \$0.00 for both items. Timeline for pickup will be added. This will be advertised in LNP.

4. Drug Task Force annual funding

Invoice was received in the amount of \$4,573.00. This will be on the next payables report.

5. UCC Board of Appeals

LIMC Board of Appeals is made up of board members from each municipality. James Malone currently serves on the appointments committee for the LIMC Board of Appeals representing East Petersburg and has decided to step down.

Larry Prescott currently serves on Board of Appeals. John Wolf has served for LIMC in the past and has offered to serve again.

LIMC has recently amended the Intermunicipal Agreement for the UCC Board of Appeals which will be attached to the Ordinance provided. The LIMC solicitor has taken care of the advertisements. The ordinance/amended agreement and appointment resolution will be on the 04/07/26 agenda.

6. SDE – sent RFPs to (4) other companies

The recent invoice from SDE for water engineering was greater than the total amount we spent for the entire year last year. A meeting is scheduled with the owner and company representatives to discuss this matter. RFP's have been sent out to (4) other companies.

7. Review Payables for 03/26/26

No additions to the regular bills.

8. Misc. items: None.

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

Vice-President Herr asked if there were any questions about the action items. There were no questions.

1. ***It was moved and seconded (Councilmember Gochnauer/ Councilmember Garrett) with unanimous approval by the board, to approve February 2026 Committee Meeting Minutes.***
2. ***It was moved and seconded (Councilmember Gochnauer/ Councilmember Tirado) with unanimous approval by the board, to approve 2026 Fire Police Events schedule and any additional.***
3. ***It was moved and seconded (Councilmember Gochnauer/ Councilmember Tirado) with unanimous approval by the board, to approve Resolution 936 to sell municipal property by online auction- Mucibid. Items being sold: Dulevo Street Sweeper and 10kw Generac Generator with auction starting at \$0.00 and a reserve of \$25,000 for sweeper.***

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

V. ANNOUNCEMENTS:

- The next borough council meeting will be held on Tuesday, April 7, 2026, at 7:00 p.m. and the next committee meeting will be on Thursday, April 23, 2026.
- The borough's new website is up and running. You can view it at www.eastpetersburgborough.org
- The borough office will be closed Friday, April 3, 2026 in observance of Good Friday.
- East Petersburg Egg Hunt will be held on Saturday, April 4, 2026, at East Petersburg Community Park beginning at 11:00 a.m. sharp. Please note: Friday, April 3rd at 6:30 p.m. there will be an egg hunt for children with special needs.

VI. REGULAR MEETING ADJOURNMENT: 7:37 p.m.

VII. EXECUTIVE SESSION FOR LEGAL MATTERS TO FURTHER DISCUSS A POTENTIAL PURCHASE OF REAL ESTATE: In: 7:42 p.m. Out: 8:49 p.m.

VIII. REGULAR MEETING CALLED BACK TO ORDER: Out: 8:49 p.m.

- It was moved and seconded (Councilmember Valdez/ Councilmember Garrett) to approve staff to view Adam Gochanour's property for sale pursuant to finding a space for an office. Motion passed with a 3 to 2 vote. Sandra Valdez – Yes, Brendan Garrett – Yes, Evan Hunter – Yes, John Herr – No, David Tirado – No

VIII. REGULAR MEETING ADJOURNMENT: 8:51 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary