EAST PETERSBURG BOROUGH
COMMITTEE MEETING MINUTES
September 24, 2026 6:00 p.m.
Held in person: 6051 Pine Street, East Petersburg, PA

ROLL CALL:
Borough Council:
Debra Miller - President, 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, Borough Engineer: Michael Bingham, MS4/Special Projects Supervisor: Jeff Moseman, Public Works Supervisor: Kevin Martin

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, Mark Huber, Samuel Maurer V

VISITOR / PUBLIC COMMENTS:

1. **Mark Huber – Lancaster County Planning Department: Act 167 Plan - Phase 2**
   Mark Huber from the Lancaster County Planning Department was in attendance to discuss Phase 2 of Act 167 Stormwater Management Plan. Phase 2 is moving to a volume control approach. An updated ordinance is being worked on through the watershed advisory board. The county cost of Phase 2 is $371,000.00; the state must cover 75% of this and that leaves 25% local match. He asked if the Borough would be willing to donate $500 to support this effort and partner with them. In return, the partners will have full access to the DEP-approved, updated stormwater ordinance once it is finalized. Either way the borough will be required to adopt an updated stormwater ordinance and the cost to draft an ordinance would exceed $500.00. There is a possibility that municipalities could be reimbursed through DEP. This is separate from the MS4 program. This is also separate from the Stormwater fee executive order as the borough does not have a stormwater fee.

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

1. **<u>Michael Bingham – Review change orders for Pine Street - Phase 2</u>**
   Soil in some areas were not adequate for compaction therefore it was recommendation by J. Phillips Excavating, LLC and Michael Bingham, Borough Engineer to allow a change order for repair of yielding subgrade encountered on Pine Street, including Class 4C geotextile and localized excavation and R-3 stone. There is a decrease of $19,000.00 due to not milling down as far, and an increase of $21,000.00 to fix the problem. Total project increase is $3,000.00. No further change orders are anticipated.

2. **<u>Kevin Martin & Jeff Moseman - Public Works and MS4 Budget Presentation</u>**
   <u>PW Projects budgeted for 2027</u>:
   Road Repairs – Crack Seal $10,000.00 - $12,000.00 to do half of the borough; this is the most cost-efficient way to maintain roads. Ultra-thin paving on Pine Street (State to Hershey) - Letters for 2030 can be sent in 2027. Crosswalks redone at Main and State intersection. Park Equipment - Geodome replacement with pour-in-place mulch. Additional surveillance cameras will be looked into. Snow equipment - 10’ plow blade for Freightliner, replacement pickup controller for F-250, plow blade for F-550. Other equipment - 1 set of sweeper loading ramps.
   Looking ahead: Working with Gorski Engineering on finalizing plan for new Public Works Storage Bldg./Shop area Michael Bingham is working with Gorski to prepare a development plan for this building. He will have a proposal at the next council meeting. Will meet with DCNR on 10/14 to discuss how previous grant funding in 2003 relates to the future funding. Council will visit the site to see placement of the new building.
   <u>MS4 Projects budgeted for 2027</u>:
   Storm Pipe Relining Project (round 2) – Pine St. from State to New St. and New St from Pine St. to Main St., Meadows Bioswale Head Wall Renovations. Video inspections will be done as needed.
   Future projects: (2028)Jefferson Drive Storm Pipe Relining, (2029)Hollow & Valley Storm Pipe Relining, NPDES upcoming permit cycle - Pollution Reduction Plan.
   Equipment: Demoing vacuum trucks and vacuum trailers. Cost to rent is approx. $11,000.00 for the truck alone per month. Purchase price is $396,748.00. This could also assist with water line inspections in the future. Rental truck is scheduled for October. Staff will report back to council on this.

3. **Review of amended ordinances**
   An ordinance was drafted to amend the codified ordinances of the borough to update references to certain borough officials, consultants, and police. These changes were reviewed by council.
   Council discussed adding a paragraph to the animal ordinance in regard to "TNR Programs" (trap-neuter-return). Amy Leonard, Borough Solicitor said that managing the feral cat situation is a challenge for all municipalities. The way she has seen other municipalities handle it is with a general tendency toward encouraging a TNR program to see an overall decrease in the population. She said there is no perfect solution. If you ban people from feeding wild animals, then if might deter people from doing the TNR program, since it requires using food to trap them. There needs to be a balance. Some residents are taking the feeding too far. It was discussed that some municipalities have chosen a specific organization and fund it to a certain dollar amount. This could be cost effective in comparison to enforcement.

4. **PSP – Truck Inspections**
   PA State Police approached NLCRP and said the borough would be a good area to hold truck inspections. NLCRP and Council are in favor of this. Verification is needed on where the truck inspections would be held and where the truck would be kept if it is deemed out of service.

5. **LSA Grant - Resolution 945**
   Rettew has put together a cost opinion for the Main Street Water Tie-in Project. It was phased into 3 separate projects as recommended. A resolution is needed authorizing Borough Manager, Karen St. Clair and Borough Council President, Deb Miller to sign any documents or agreements if we are awarded the LSA grant. We will not know if we are approved for this for one year.

6. **Review of 2027 Budget: Misc. funds**
   Manager St. Clair reviewed the proposed draft 2027 Budget for the remaining borough funds with council members.

7. **Payable review 09/24/2026:** No additions.

8. **Fire Company Financials – For Review Only:** Reviewed by Council.

9. **Misc. items:**
   Debra Miller **-** HARC was very happy with the way everything went at the pool this year.

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

2. ***It was moved and seconded (Councilmember Gochnauer/ Councilmember Tirado) with unanimous approval by the board, to approve payment #2 to J. Phillips Excavating LLC in the amount $750,000.00.***

3. ***It was moved and seconded (Councilmember Garrett/ Councilmember Gochnauer) with unanimous approval by the board, to approve Resolution 945, Authorizing Karen St. Clair, and Debra Miller to execute all document to facilitate and assist in obtaining the requested grant in the amount of $750,000.00.***

4. **It was moved and seconded (Councilmember Tirado/ Councilmember Herr) to approve change order no. 5 for J. Phillips Excavating & Hauling, LLC for repair of yielding subgrade encountered on Pine Street, including Class 4C geotextile and localized excavation and R-3 stone where directed by the borough engineer, in an amount not to exceed $21,431.37.**

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

V. ANNOUNCEMENTS:

- The next borough council meeting will be held on October 6, 2026 at 7:00 p.m. and the next committee meeting will be held on October 22, 2026 at 6:00 p.m.

REGUALR MEETING ADJOURNMENT: 9:25 p.m.

EXECUTIVE SESSION: In: 9:30 **Out:** 10:04

Respectfully Submitted,
Kim Strayer, Recording Secretary