

**EAST PETERSBURG BOROUGH  
COMMITTEE MEETING MINUTES  
September 25, 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, Sandra Valdez – Member, David Tirado – Member, Mayor: Bill Trovato (Absent),  
Borough Manager: Karen St. Clair, Borough Solicitor: Amy Leonard, Borough Engineer: Michael Bingham

**VISITORS:** Karyl Carmignani, Kevin Martin, Jeff Moseman, Dereck Duffy, Meredith McMonigal, David Connor

**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. David Connor still has tar residue on his sidewalk and in his garage from the road construction. Kevin Martin will contact Mr. Connor to help with this. He pointed out there is a product called tarminator that is safe to use on vehicles and concrete.

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

1. **Park update/ change orders – Michael Bingham**  
Electrical box needs to be relocated to inside the concession stand for weather proofing and security. The cost for this is \$8,741.00. All upgrades and renovations should be done mid to late October.
2. **Pine Street update – Michael Bingham**  
Some sidewalk and curbing still needs corrected. Final walk-through for seeding and clean up still needs to be done. Doli Construction will be doing final paving in the next week or two.
3. **LSA Grant – draft agreement**  
The fire department asked the borough to look at submitting a LSA Grant for the fire department to do renovations. The borough met with them and went over the agreement stipulations. One of the stipulations was if there was a gap in cost the fire department would need to cover it and the fire department wanted language in the agreement that would allow them to discontinue the project if funding from the LSA grant was less than \$60,000.00. The borough relies on DEP for grant money and if this would happen, it would not look good for future funding opportunities. If the borough was not willing to amend this in the agreement, then the fire co. was not interested in moving forward with the grant.
4. **Public Works - budget presentation**  
Pine Street ADA ramps will be put out to bid with 2026 Pine Street Water Line project. Replacement of doors at the Community Center. Park Pavillion roof replacement. Park walking path paving patch. Crack seal half town each year. Dulevo D6 street sweeper. Road paving will follow water line replacement schedule for 2027 through 2031. UTV/Pesticide applicator. New public works 6-bay building will be budgeted over a 3-year period 2026-2028. Apply for grant in 2026, get answer in 2027, start building in 2028.
5. **MS4 – project presentation**  
In 2026 - Relining of corrugated storm pipe on Pine Street, repair with thermoform PVC liner.  
In 2027 - Jefferson Dr. storm pipe relining.  
In 2028 - Hollow Dr. and Valley Rd. storm pipe relining.  
Looking into future: Trailer mounted hydro excavator for storm basin and end wall clean-outs. Could be used for multi-department uses. This will be demoed for more research.  
Playground dome will need replaced in another year or so.

6. Traffic Ordinance updates are being worked on to add/remove stop signs. State and Main signage will be included. Working on exactly what the no parking areas of Pine Street are. This should be ready to put on the agenda for advertisement at the next meeting.

Stop bar and stop sign has been added to Broad and Pine.

Crosswalks located at an intersection can be painted with piano key lines for more visibility. The borough is the one that will have to maintain it. Crosswalk at Graystone to the park will be freshly painted and signage added. Three ramps and signage will be installed along with piano key cross walk at Reeves and State St. intersection. Pine St. intersection will get ADA ramps.

7. **Review 2026 Budget Funds**

Manager St. Clair reviewed the proposed draft 2026 Budget for the remaining borough funds with council members.

8. **Review White, Rudy LLC 3<sup>rd</sup> year auditing agreement**

We are at the end of the 2-year agreement. Everything is going great and they are now also doing our payroll taxes. This will be on the 10-07-2025 agenda for approval.

9. **Review Account Payables 09/25/2025**

No additions to the regular bills

10. **Misc. Items:** Manager St. Clair thanked John Schick and John Herr for checking on the report that many streetlights were out in the borough. They checked all 490 streetlights and found 9 streetlights out. These have been reported to PPL.

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 (R. Rannels /D. Tirado) with unanimous approval by the board, to approve August 2025, Committee Meeting Minutes.*
2. *It was moved and seconded (S. Valdez /A. Gochnauer ) with unanimous approval by the board, to approve SLC Excavating Change order No. 2 in the amount of \$8,741.00 for the Community Park project, for new relocated interior panel box, camera box, and receptacles.*
3. *It was moved and seconded (J. Herr /S. Valdez) with unanimous approval by the board, to approve Payment No. 2 to SLC Excavating, LLC in the amount of \$116,865.90 for the Community Park Project.*

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

### V. ANNOUNCEMENTS:

- The next borough council meeting will be held on Tuesday, October 7, 2025 at 7:00 p.m. and the next committee meeting will be on Thursday, October 23, 2025.

### EXECUTIVE SESSION FOR PERSONNEL MATTERS: None.

### REGULAR MEETING ADJOURNMENT: 8:07 p.m.

Respectfully Submitted,  
Kim Strayer, Recording Secretary