



East Petersburg Borough

6076 Pine Street, Suite A, East Petersburg, Pennsylvania 17520
Ph. 717-569-9282 ~ <http://www.eastpetersburgborough.org/>

Borough Council: Debra Miller - President, John Schick - Vice President, Adam Gochnauer - ProTem, John Herr - Member, Randy Rannels - Member, William Sharp - Member, Sandra Valdez - Member

Mayor: James Malone

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

February 4, 2025

1. Call to order, moment of silence, and Pledge of Allegiance
2. Visitors/Comments from public
East Petersburg Events Committee
3. Financial: Bill payment review
4. Report Review
 - A. Police – Chief Kilgore
 - B. Mayor – James Malone
 - C. Penn State Life EMS
 - D. EMC - Violet DeStefano
 - E. Fire Company – James Rohrer
 - F. Borough Manager – Karen St. Clair
 - G. Public Works, Water, and MS4/Project Reports
 - H. Zoning Officer – Systems Design Engineering
 - I. Permits Issued
 - J. Current Property Violations
 - K. Solicitor – Amy Leonard
 - L. Collections – Amy Leonard
 - M. HARC – Debra Miller
5. Old Business

Committee Meeting Topics – Special Needs Registry, PC policy, Res. for borough manager to act within the executive branch with NLCRP, update on projects & future grants, follow-up 5890 Main stormwater issue, Makers Market 2025, AP 1/23/25, 4Q24 financials, fire co. financial review, 10/2024 meeting minutes
6. New Business - Action Items – Council may discuss/deny/approve
 - A. January 7, 2025, Council Meeting Minutes.
 - B. Violet De Stefano moving forward with Special Needs Registry and working with borough manager & solicitor to ensure legal compliance in preparing documents.
 - C. Advertise for a “special meeting” notice for proposed traffic change to discuss the potential ordinance amendment to make Pine Street a one-way street from north to south.
 - D. Mail a letter to residents living on Pine Street inviting them to the special meeting about a proposed traffic change to discuss the potential ordinance amendment to make Pine Street a one-way street from north to south.
 - E. Advertise Community Park Project out to bid contingent upon review from Borough Solicitor, Amy Leonard, and the Department of Conservation & Natural Resources (DCNR).
 - F. Advertise the Pine Street Water Main Replacement-Phase 1: State Street to Hershey Avenue out to bid.
 - G. Advertise Lemon Street Ultrathin and Fog Seal Project out to bid.
 - H. Advertise Basketball & Parking Lot Overlay Project out to bid.
 - I. Makers Market Event on July 19, 2025, pending receipt of Certificate of Insurance naming East Petersburg as additional insured.
 - J. Lancaster County Tax Claim Bureau certification of uncollected taxes for 2024.
 - K. 2025 PA Classics Soccer Tournaments.
 - L. Upload the Borough’s Project Timeline on the borough’s website.
 - M. Jeff Moseman to present the proposed easement agreement to the property owners of 6251 Jackson Drive for consideration of connecting water line extension for Wolf Circle and Jackson Drive.
 - N. Resolution 910, 2025 Yard Waste Agreement.
 - O. Cancel Service Letter to Ledger Right Accounting.
 - P. Resolution 911, White, Rudy CPA to provide quarterly and annual payroll tax services.

7. Extra Items: Issues arising in the last 24 hours

8. Announcements

A. The next Borough Council meeting will be held on Tuesday, March 4, 2025.

B. Appeals Board February 13 - 7 PM as needed

C. Planning Commission February 20 - 7 PM

D. Zoning Hearing February 26 - 7 PM

E. Committee February 27 - 6 PM

F. The office will be closed Monday, February 17th in observance of Presidents Day.

9. Executive session for legal & personnel matters (if needed)

10. Adjournment