

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	December 1, 2020	7:00 p.m.
LOCATION:	Community Center	6051 Pine Street
ATTENDANCE:	Council Members:	Cathleen Panus, President (Absent) John Wolf, Vice President Adam Gochnauer, Pro Tem John Herr Lauren Houck Debra Miller William Pfautz, Jr. Mayor: James Malone Manager: Karen St. Clair Public Works Foreman: Jeff Moseman

This meeting was held virtually through Teams due to the Coronavirus.

Vice President Wolf called the meeting to order.

Jeff Moseman was recording the meeting.

It was moved and seconded (Councilmember Miller, Councilmember Pfautz) and carried unanimously, to Approve the minutes of the December 1, 2020 Borough Council meeting

Comments: None

Visitors:

1. Michael Bingham said that he received a request today from Graystone Road Developers for a reduction in the Letter of Credit. Mr. Bingham said he will need to review the plans and what has been done there before this can happen.

Mr. Bingham said his main reason for attending the meeting tonight is to see if anyone had any questions about the recent PSA he submitted to outline the responsibilities they would be assuming as BCO, code enforcement, and also outlined the rates he presented to them previously. Council pointed out that the intent of this change is to save the residents and the Borough money. Mr. Bingham said he feels they can also provide a good value to the Borough since he is already in the office 2 days a week for zoning. Mr. Bingham said Matt Spellman has been with ARRO for a couple years and has been in code enforcement for over 20 years. Mr. Bingham also said that there are others on the staff who can help with these things if Mr. Spellman can not be there, but he will be the lead person. Everything will go through Mr. Bingham initially. Mr. Bingham suggested setting a block of time for inspections to reduce the amount of times that Mr. Spellman will have to travel to the Borough, otherwise Mr. Spellman will still be available if needed. The plan is for Mr. Spellman to do both the reviews and the inspections for the building permits.

Mr. Bingham said that there was an application submitted by East Petersburg Events Committee for the fireworks on New Years Eve. There is currently a plan in place by the emergency services and all the paperwork including the insurances have been provided. Councilmember Wolf said he has dealt with this firework company for many years when he was on the Events Committee and they are a stand-up company. Manager St. Clair said that Council will need to approve this application for fireworks to take place, and any future firework displays will have to be approved separately, per the ordinance.

Bill Payment: Reviewed by Council.

Police Report: Chief Steffen was not present. The report has not yet been submitted due to the meeting being so early in the month.

Mayor Malone: Wished everyone a Good Holiday. Mayor Malone said this winter, if anyone needs help with services to point them in the direction of the Borough website for resources available or call the office. Mayor Malone thanked Manager St. Clair & Mr. Moseman for going out and checking on the lights that were out to help figure out who needed to be contacted for this.

EMS: Submitted to Council. Adam Marden reported that it was a busy month in East Petersburg Borough with a total 21 calls, with Sunday being the busiest day. Mr. Marden said they are seeing a lot of COVID cases and not all the cases have the classic symptoms. He said they are now in the second wave of COVID, but this time is a little different because the call volume is going up and there is an increase in people who have COVID that want to go to the hospital. He said the turnaround time is now delayed due to the ambulances must be sanitized after each call.

Fire Report: Submitted to Council. Don Schoenberger reported that calls have almost doubled since last March; there were 39 instances last month with 6 of them being in the Borough. Vehicle accidents, dwelling & building fires were the top calls. There was a substantial fire at the industrial park in East Hempfield Twp. They have started to receive some of the new equipment through the grants. They will tentatively do a Santa drive through in the Borough on December 20, but if the weather is bad this will not happen. Council thanked Mr. Schoenberger and all others who work with fire services for all they do, it is greatly appreciated.

EMC Coordinator Report: Submitted to Council. Diane Garber said there is a surge in COVID cases, and the press conferences and guidelines have started back to weekly as they were several months ago. This week Lancaster county is at a rate of 395.7 cases per 100,000 people; approximately 400 people per 100,000 people. Lancaster General currently has 95 COVID positive patients; 24 in ICU and 16 on ventilators. The deaths have increased by 21 last week for a total of 500 deaths. The positivity rate is steadily increasing; last week it was at 11.5 and this week it is at 12.7. This means 13 of every 100 tests that are done are positive. The cases are doubling weekly and this is expected to continue at least for the next 2 weeks.

Update on HAFSC; Interviews for Fire Chief will be held December 10th from 4:30 – 10:00 p.m. - 3 of the 4 applicants contacted have expressed ongoing interest. The 15 Fire Commission members can observe during the interviews but can not participate. The interviews will not be recorded, due to the township solicitor did not advise it partly because the content could be taken out of context and even be put on social media. Another concern was that the applicant would not be as open and honest if they are being recorded. Mr. Pfautz said he would have liked them to be recorded so the members that cannot attend would be able to hear the interviews. Ms. Garber said all the interviews will be held in one night partly due to the panelist were given dates and this date was the only one they could all be available.

Update on schools; less than 8 cases, which is incredibly low at a .5% rate. Most of the cases have been found to be spread outside of the district. It has been advised that it is best for children to stay with in-school learning if possible. Ms. Garber said that the school district is doing an excellent job at keeping this under control.

Managers Report: Submitted to Council. Manager St. Clair pointed out that 4 letters that were on hold to be mailed for collections due to COVID were recently mailed out requesting that payment plans be set up. The 2021 meeting dates were posted for NLCRPD.

Update on State & Main Street intersection signal light project: A copy of the plans that were sent to PennDOT for this project have been sent to the business owners at the intersection. The easement agreement for the property owners are being worked on by the solicitor. When the agreements are ready the Borough will meet with the property owners to go over the agreements.

Manager St. Clair said she received an e-mail from Bill Laudien and Andrew Stern asking for some help with snow plowing this year. Mr. Moseman said although it would be nice to have an intermunicipal plan to help each other with this, he pointed out that it is already difficult for the Borough to have 2 separate crews for plowing so that they can alternate, therefore he would be on the side to covering themselves as best as possible and say no on this matter. Mr. Moseman also pointed out some of the employees are new and will need trained on the

equipment we have this winter. Mr. Moseman stated that the Borough staff can work with emergency vehicles to get them where they need to go if needed. He said it is incorporated in their plan and there is radio communication with the emergency services in the plow trucks. Manager St. Clair said that she feels it is best that we keep the manpower in our Borough to ensure that we have enough coverage. Councilmember Wolf said that he agrees it is best to take care of ourselves first for this matter and that additional insurances may be needed to take our equipment into other municipalities.

Foreman's Report: Submitted to Council

Mr. Moseman pointed out the following items from the report:

Water Dept.: A 40 ft. tower was put up to allow the Spring, Well, and Water plants to all communicate.

Public Works: A bench was installed at the community park basketball court. Did some paving patching throughout the park as well as under the bench. Mr. Moseman said a kid at the park climbed up to the back board of the basketball pole and shook the pole violently. This was picked up on the camera system. The back boards have been taken down temporarily to send a message that this is not ok and to prevent someone from getting hurt or breaking the equipment.

Doors were replaced in the managers office along with ceiling fans installed.

Looking at options for new flooring at the community center.

Kevin Martin has received road scholar 1 and is working on road scholar 2.

CM High repaired the pole that was hit at the intersection. The pole was hanging out into the road and it will be replaced eventually, and the cost will be passed on to the insurance company of the car that hit the pole.

CM High did an inspection of all the traffic signal infractions and it was noted in the report that the pole on the SE corner at Lemon & State St. traffic light has a dent in it from several of the trucks cutting the corner too close. They are working on different measures to keep the trucks from hitting the poles, so they do not need replaced every year.

JG Environmental Service jet cleaned some of the stormwater pipes. They will be coming back to finish up next week from State to Main to Carpenter.

Door hangers have been distributed to properties that are putting items out for trash in the right of way.

We received a letter from Postman Howard thanking the Borough for keeping the bathrooms open at the park for an extended period and for keeping them clean and available.

Zoning Officer Report: Submitted to Council.

Property Violations: Submitted to Council. Councilmember Wolf pointed out most of these are for rubbish, weeds, and cars not inspected or registered.

Solicitor/Collections Report: Submitted to Council

Manager St. Clair pointed out the following:

They are working on a new policy and this will be available for review shortly.

Number 3 on the report references a new property violation and a letter has been sent out for the fence and clean up some rubbish.

2610 has called to set up a payment plan and made a payment recently.

2304 called to set up a payment plan to start in January.

6111 set up a payment plan and has made payments – property no longer compliant.

HARC: (Hempfield Area Recreation Commission) – Deb Miller reported HARC was part of the Extraordinary Give last week and the goal of 9,000 was reached. HARC is currently looking for a board director from the Mountville area. If anyone knows of someone in Mountville that is interested in joining the board of directors, please let her know.

Old Business: Committee Meeting Topics – There was not a Committee meeting held in November.

New Business:

1. Councilmember Wolf read the Budget summary for fiscal year 2021:

General: No tax increase for 2021.

Total Tax Mill = 5.527, General Tax Mill = 4.747, Fire Tax Mill = .780

2021 Projected Budget = \$2,324.674

Total Expenditures = \$2,259,020 include but not limited to:
Building Improvements, Special Projects, Legal Fees, Employee Wages/Taxes, Employee Insurance, Vehicle/Building Insurance, Police Services, Additional Police Services, Property Inspections, Zoning Officer, Engineering Fees(Highway), Street Repairs/Maintenance, MS4, Interfund Transfers, Grant Sharing, Pool Expenses, Trees/Planting, Playground Improvement, Meadows-per MS4/PRP

Water: Water rate increase of 3%. The first 5,000 gallons will cost \$72.70. All above the minimum first 5,000 gallons, per quarter, will be charged \$6.50 per 1,000 gallons.

This increase is necessary to maintenance the water tanks, upgrades to the water plants, DE filter replacement, Broad St. generator, Spring tank liner, and the stipulations required by DEP.

Trash: No trash increase. \$59.50/quarter or \$238.00/year. Service contract ends December 31, 2022, with the option, after December 31, 2022 to renew contract on a yearly basis for up to two (2) one-year renewal periods.

It was moved and seconded (Councilmember Gochnauer, Councilmember Miller) with unanimous Approval by the Board, to Approve the Budget for fiscal year 2021

2. *It was moved and seconded (Councilmember Gochnauer, Councilmember Pfautz) with unanimous Approval by the Board, to Approve Ordinance 312, Setting the Tax Rate for 2021*
3. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous Approval by the Board, to Approve Resolution 796, Setting the Water Rate for 2021*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Miller) with unanimous Approval by the Board, to Approve the letter of resignation from Steve Shenk as tax collector*
5. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous Approval by the Board, to Approve Resolution 797, Appointing Lancaster County Tax Treasurer as tax collector for East Petersburg Borough*
6. *It was moved and seconded (Councilmember Gochnauer, Councilmember Miller) with unanimous Approval by the Board, to Approve Resolution 798, Setting fees for 2021 to include the increase of Lg. Appliance tags to 15.00 (1.00 increase) and increase tire tags to 5.00 (2.00 increase) to keep inline with the fees we are being charged by LCSWMA*
7. *It was moved and seconded (Councilmember Gochnauer, Councilmember Pfautz) with unanimous Approval by the Board, to Approve Resolution 799, naming Matt Spellman with ARRO as BCO effective 1-1-21*
8. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous Approval by the Board, to Approve the remaining stormwater escrow funds to in the amount of 131.00 to Eric Hendershot that were submitted for installation of a new shed*
9. *It was moved and seconded (Councilmember Gochnauer, Councilmember Miller) with unanimous Approval by the Board, to Approve Resolution 800, Appointing Lancaster County Tax Collection Bureau to collect Earned Income Tax (EIT) for East Petersburg Borough*
10. *It was moved and seconded (Councilmember Gochnauer, Councilmember Miller) with unanimous Approval by the Board, to Approve the Agreement for 2735 Graystone Road regarding property maintenance*
11. *It was moved and seconded (Councilmember Gochnauer, Councilmember Pfautz) with unanimous Approval by the Board, to Approve the firework display for the Events Committee for December 31, 2020*

Announcements:

- Santa in the Park is cancelled for 2020
- December 24, 25 & January 1 – Borough office will be closed in observation of Christmas & New Years
- December 31 - New Year's Celebration 6:30 - 9:30 p.m. Music in the Park by "One Too Many", along with family friendly activities. The Jug will be dropped from East Petersburg Fire Truck followed by Fireworks. Food vendors will be available.
- January 9 - Tree Chipping at East Pete Park 8:00 to 2:00 p.m. You can sign up at the borough office to have your tree picked up at the curb by the Boy Scouts or you can drop it off at the park.

Adjournment 8:21 p.m.: It was moved and seconded (Councilmember Miller, Councilmember Gochnauer) with unanimous approval by the Board, to Adjourn the meeting

Respectfully Submitted,
Kim Strayer, Recording Secretary