

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	December 6, 2022	7:00 p.m.
LOCATION:	Community Center	6051 Pine Street
ATTENDANCE:	Council Members:	Debra Miller, President John Schick, Vice President (Absent) Adam Gochnauer, Pro Tem John Herr Lauren Houck Randy Rannels Sandra Valdez
	Mayor:	James Malone
	Manager:	Karen St. Clair
	Supervisor:	Kevin Martin Jeff Moseman

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: John Kottmyer, Anette Rogers, Samuel Maurer IV, Don Schoenberger, Joyce Mokros, Frank Mokros, Rick Brouse

Comments:

1. Rick Brouse, Committee Chairman of Boy Scout Troop 22, said the company who has donated the chipper in previous years has closed. Mr. Brouse said the members of Boy Scout Troop 22 use the funds that are raised at the tree chip event to pay for camp, and without this some of the members would not be able to attend the camp. Adam Gochnauer said he is a big supporter of the Boy Scouts, but in the past Council gave funds to charitable organizations in the borough and this was not always in the borough's best financial interest and if they do this for one it will have to be done for all. It was suggested that the members of this troop reach out to the business that the borough rents equipment from to see if they might be willing to give a good deal. Mayor Malone and President Miller's husband said they would be willing to help the Boy Scouts with this if needed. Mr. Brouse said they will reach out to the rental place the borough uses and see what they will offer. The Borough will continue to provide the dumpster.
2. Sam Maurer IV, Suggested that after the offices are moved that the vacant buildings be used for an EMT/Ambulance station or a museum.
3. John Wider, Stated a few stop signs in the Borough are faded and need replaced on Debra Ave. Hershey Ave. and Clarkson Drive. Kevin Martin said they have approximately 8-10 new signs at the shop they plan to replace the faded ones with.
4. Anette Rogers, Asked if and when a meeting will be held for Lemon St. sidewalk replacement. Manager St. Clair said that there will be a meeting coming up in January or February, but a date has not been set. The sidewalk ADA ramp replacement, advertisement to bid, is on the agenda tonight for approval.

Bill Payment: Reviewed by Council.

No additions to the regular bills. It was pointed out that a tree service was hired to remove dead trees at the park.

Police Report: Traffic Study for Carpenter Street was submitted.
Chief Steffen was not in attendance.

Mayor's Report:

Mayor Malone attended webinar on PA Borough law/ police policy and mayor responsibilities. Attended PA Mayor's Association meeting. Met with Homeless Service Association regarding how they are working within the County and municipalities. He explained there is a lot of need and not a lot of resources available.

EMS Report: Report submitted to Council.

Adam Marden was not in attendance.

Responded to 20 calls in the municipality in November.

Emergency Services Coordinator Report: Report submitted to Council.

Diane Garber was not in attendance.

Chief Fire Official Report: Report was submitted to Council.

John Kottmyer explained that every several years ISO does an independent review of the fire service departments and what is provided. John Kottmyer commended Chief Schoenberger for doing a great job with providing the information that ISO requested. ISO will evaluate the fire service and give a number grade based on service hours, equipment, fire hydrant system, and training hours and give a number rating which will then be used by the insurance companies to set the fire insurance rates. Should hear back from ISO with result of review in several months. He anticipates seeing a positive affirmation that we are doing well. Chief Kottmyer stated that he currently has no authority to investigate fires, he has to fall under the department Chiefs. The Ordinance for CFO on the agenda tonight will give him authority in the borough and from the ISO perspective, this is a plus because all fires get investigated. They are continuing to do what they can to improve the rating and it does keep getting better. Council thanked John Kottmyer for everything he has done this year.

Fire Report: Report submitted to Council.

Chief Schoenberger was in attendance.

Santa will be doing the annual drive through the borough on 12/11/22 (weather permitting).

There was a total of 41 calls in November: 4 - EPB, 26 - East Hempfield, 2 - Manheim Twp., 2 - Manheim Boro, 1 - W. Hempfield Twp. 1 - Penn Twp., 1 - Warwick Twp., 1 - Lancaster Twp., 1 - Rapho Twp., 1 - W. Earl Twp., 1 - Lititz Boro. Total incidents YTD – 395. Calls are up from last year.

Manager's Report: Report submitted to Council.

Working on 2023 Budget.

Thanked Kevin Martin for saving 1,500.00 on installation costs for the new playground equipment.

Interviews for Water Operator position have ended. Position was offered to Nick Rhinier – start date is 12/19.

Re-appointment needed for NLCRPD Boardmembers, currently have Adam Gochnauer as Chair and Deb Miller as alternate. Adam Gochnauer said ok to renew term. Deb Miller will not return to this position next year – James Malone said he could fill the alternate position. This will be put on the January agenda.

Meeting held with contractors at Fire Dept. for office work. The costs will be taken to the Board for review.

2023 Budget is complete and is on the agenda for approval tonight. There was one change – a transfer to the public safety fund due to a slight increase by the police. Changes have been given to Council members.

Events Committee Chair met with Manager St. Clair and said they would like to go back to Wednesday – Saturday for East Pete Days as they did in the past.

Department Supervisors – Jeff Moseman & Kevin Marin: Reports submitted to Council.

Public Works: Installed several new pieces of equipment at the park. Freightliner had an air leak and needed fixed.

Met with contractors for new offices. Continued street sweeping in borough and for contracted businesses and municipalities. Fall leaf cleanup is almost finished - cleaned out tennis courts. Tree removal is in progress at the park. Jeff Moseman is working to get CDL. Snow equipment is ready to go.

Water Dept.: Work in the distribution system. City Interconnection is connected from pit to SCADA and can now monitor from inside the building. Lentils replaced over the doorways at the Spring. Blow-offs replaced at 2 locations. Service line leak at Geneva Drive has been repaired. Small leak on Sundra Drive was repaired. Leak on Martin Drive was found and repaired. Lemon Street service leak was due to Dollie not installing copper pipe correctly – this was repaired, and we will not be charged. Leak at hydrant on Caroline Dr. will be fixed.

MS4: Riparian Buffer had 12 volunteers attend and they were able to place stone around trees and replant 12 trees. Initially there were 202 trees and 93 bushes planted. Multiple violations posted; one violation was a vehicle leaking oil.

DCNR Park Grant for proposed walking trails to allow for ADA access to the playground equipment and restrooms. Guidance is needed on how Council wants to provide access from the handicap parking spots on Pine St. and the parking lot to the park. Mr. Moseman asked if council wanted to consider sidewalk replacement, and new trail connecting ADA equipment? Or a series of both? Sidewalk is uneven and there are a lot of obstructions. Since we are proposing ADA bathrooms and playground equipment, the trail would be to access both. Some sort of changes need made to allow for ADA access from parking spots at the entrance way at the CC and the parking lot.

Council discussed replacing the sidewalk and possibly incorporating ADA loop trail and a path off the loop trail to the pavilion and play equipment. Randy Rannels said they need a more detailed drawing of how everything is going to be laid out because it is too hard to decipher where the ADA equipment is in the drawing. Randy Rannels said it might be a good idea to make the sidewalk wider than 4 ft. Lauren Houck asked if the grade will be mismatched on the sidewalk that will access the bathrooms from the main sidewalk. Kevin Martin said the grade will be taken care of because of putting sidewalk in. It was decided that bathroom stalls will all have grab bars. Mr. Moseman will contact ARRO to have them update the plans. Manager St, Clair said we should have the plans back here in February for review.

Zoning Officer Report: Report submitted to Council.

Property Violation Report: Report submitted to Council.
Currently have only 7 violations.

Solicitor/Collections Report: Report submitted to Council.
Worked on CFO Ordinance and No Parking at Community Mailboxes Ordinance, both have been advertised and are on the agenda for action.
Graystone Road complaint has been filed with Lancaster County Courts and a court date is pending.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – HARC raised 8,500.00 during the Extra Give Event in November. This will benefit the Everyone Belongs financial aid program. There was a cardiac emergency at the Rec Center and employees stepped in and used the AED on site. The responding employees will be honored with a special ceremony. John Kottmyer said they are looking into a lifesaving award for these employees also.

President Miller pointed out that some residents are receiving mail to solicit funds for Police, and it lists East Petersburg Police Department, but this is not connected to NLCRPD and therefore can be misleading.

Old Business: No Committee meeting in November.

New Business – Action Items:

President Miller asked if anyone in attendance had any questions on the items on the agenda. There were no questions.

1. *It was moved and seconded (Councilmember Valdez, Councilmember Gochnauer) and carried unanimously, to approve November 1, 2022, Council Meeting Minutes*

2. This Ordinance is to add duties and responsibilities for the Chief Fire Official.

It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) and carried unanimously, to approve Ordinance 321, Chief Fire Official Duties

3. *It was moved and seconded (Councilmember Gochnauer, Councilmember Houck) and carried unanimously, to approve Ordinance 322, Updating Mailbox Parking Regulations*

4. General Fund: No tax increase for 2023. TOTAL TAX MILL = 5.527 (General Tax Mill = 4.747, Fire Tax Mill = .780) 2023 Projected Budget = \$2,413,100.
Total Expenditures = \$2,356,770. include: Administration, Building Improvements, Public Safety, Planning/Zoning, Street Repairs & Maintenance, MS4, Parks/Rec, Insurance-vehicle & employee, Payroll

& Tax Expense, Interfund Transfers, Pool expenses, Trees/Planting, Playground Improvements.
Water Operating: Water rate increase of 3% for 2023. In 2021 and 2022, the Borough received a total of \$470,715.00 in ARPA funds (American Rescue Plan Act) therefore not increasing residential & commercial water rates for 2022. For 2023, we will be applying the ARPA funds towards any upgrades to the water plants, any stipulations required by DEP to maintain the water tanks, any building improvements, and misc. water and MS4 projects not funded by grants. The projected revenue from the increase in water rates will help fund: water meter project, equipment & equipment maintenance, Pine Street water main replacement, chemical mixer, and misc. water plant items.
Trash Fund: Trash rate increase of \$5.00/Quarter. Effective January 1, 2023, residents will pay \$69.50/quarter; \$278/year. The three (3) year Service Contract with Good's Disposal starts January 1, 2023. Note: For more itemized information of the proposed 2023 budget, it will be available for public viewing during the hours of; 9am – 2pm, Monday through Friday at the borough office.

It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) and carried unanimously, to approve the Budget for fiscal year 2023

5. ***It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) and carried unanimously, to approve Resolution 850, Setting the Water Rate for 2023***
6. ***It was moved and seconded (Councilmember Rannels, Councilmember Gochnauer) and carried unanimously, to approve Resolution 851, Setting the Trash Rate for 2023***
7. ***It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) and carried unanimously, to approve Resolution 852, Updating the Fee Schedule for 2023 to reflect the new rates for water and trash, effective 1-1-2023***
8. ***It was moved and seconded (Councilmember Valdez, Councilmember Herr) and carried unanimously, to approve Resolution 853, Setting the Tax Rate for fiscal year 2023***
9. Manager St. Clair said back in June we submitted an ARLE grant for the traffic signals at 72 & Miller and 72 & Enterprise. In the meantime, the Green Light Go grant became available. Manager St. Clair and John Schick would like to submit the same work and add Lemon and State Hand Man signals with countdown, radar detection, back plates, and piano key style crosswalks. This is just in case we don't get the ARLE grant.

It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) and carried unanimously, to authorize John Schick to submit a Green Light Go application for the work we were proposing under the submitted ARLE grant for the two (2) traffic signals; 72/Miller and 72/Enterprise. Work included is adding radar detection to both, replacing ped signals with countdown HAND/MAN signals, and adding retro-reflective backplates at Enterprise

10. ***It was moved and seconded (Councilmember Valdez, Councilmember Rannels) and carried unanimously, to submit as part of the Green Light Go grant application "add" in Lemon & State Street for new HAND/MAN with countdown ped signals, radar detection, backplates and piano key style crosswalks***
11. ***It was moved and seconded (Councilmember Valdez, Councilmember Herr) and carried unanimously to approve Resolution 854, Giving ARRO authorization to apply for the covid-19 ARPA H2O PA Water Supply, Sanitary Sewer, and Storm Water Grant for Pine Street water main replacement***
12. ***It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) to advertise open bidding for the Lemon Street ADA Ramp Replacement***

Extra Items (Issues arising in the last 24 hours): None

Announcements:

1. The next Borough Council meeting will be held on January 3, 2023
2. Appeals Board December 8 - 7 PM, as needed
3. Planning Commission December 15 - 7 PM, as needed
4. Zoning Hearing December 28 - 7 PM, as needed
5. Committee No meeting in November and December
6. Santa in the Park has been moved to December 10 from 9:00 a.m. to noon and 1:00-4:00.
7. New Year's Eve in the Park has been cancelled for this year.
8. New office hours go into effect January 1, 2023, Monday through Friday 7:30 a.m. – 4:00 p.m. – we will stay open during lunch.
9. Tree Chipping Event by the Boy Scouts will be held January 7, 2023 at East Petersburg Community Park, in the parking lot. Sign up at the borough office for curbside pick-up or drop your tree off the day of the event. Donations will be collected.
10. There is an open seat on the Zoning Hearing Board, if interested in filling this spot, please contact the borough office.

Executive Session for personnel matters: None

Adjournment: 8:27 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary