

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	February 1, 2022	7:00 p.m.
LOCATION:	Community Center	6051 Pine Street
ATTENDANCE:	Council Members:	Debra Miller, President John Schick, Vice President Adam Gochnauer, Pro Tem John Herr Lauren Houck Randy Rannels Sandra Valdez James Malone Mayor: Manager: Public Works Foreman:

President Miller called the regular Council meeting to order.

James Swarr was recording the meeting.

Visitors: Ruth Townsend, Rebecca Townsend, Tammy Moseman, Don Shoenberger, James Swarr, Autumn Shenk, Steve Shenk, Jeff Cassell, Diane Garber, Tom Enlow

Bill Payment: Reviewed by Council.
No additions to regular bills.

Comments:

1. Rebecca Townsend shared copies of an anonymous letter she received in the mail on January 25, 2022. She said not only is the letter inaccurate, but it is snarky and mean and not neighborly at all. She knows of at least 5 other residents near her that received letters about their dogs or the condition of their yards. Some of the residents that received the letters posted them on East Pete Facebook and she and others posted comments about the letters, but the letters and comments were all removed by one of the administrators. The letter states there is an alliance that has been formed by neighbors. She pointed out that the letter did not offer solutions but merely pointed fingers. Ruth Townsend said that their dogs are well taken care of and only spend a total of one hour a day outside. Chief Steffen suggested they take it as an anonymous letter and move on. Ms. Townsend said that is what they plan to do. Chief Steffen added that according to the Dog Law, barking is only enforceable when a dog barks continuously to the point it creates a nuisance or social burden. NLCRPD recently posted information on their website about outside tethering and kenneling and this falls inline with what they are looking for when they receive these calls e.g., condition the animals are living in.

Police Report: The Annual Report was submitted to Council.

Chief Steffen pointed out it is difficult to have all the numbers tabulated for the monthly reports when they fall on the first of the month.

Chief Steffen reviewed the Annual Report with Council and pointed out the following:

Cost per capita based on 2020 census for East Petersburg is \$144.94 vs. \$273.65 which is the highest in the area. John Schick thanked them for their service and said they do a fantastic job for this amount. Chief Steffen said this is based on needs and they are at the high end of technology, equipment, and officers, but it is all done on a cost-controlled basis. Cost sharing among municipalities reduces cost. The different initiatives that come together, such as MS4, grant funding, fire, EMS, public works offer a good takeaway for all.

All their policies and reports are online and are updated as needed.

Car cameras and body worn cameras have proven very helpful with conduct complaints and has limited some of the unfounded complaints that would have been filed against officers. Bias based policing data is included in their reporting.

The hybrid fleet has saved them \$50,000 in fuel costs in 2021.

Several reports of fraud were received for unemployment, however most cases it turned out to be no actual loss. In 2021, East Petersburg Borough accounted for 12% of overall activity with 2,234 total calls: 1,148 incident reports, 203 citations and warnings, 57 crashes, 957 patrol checks, 155 traffic operations in various locations, 47 criminal arrests, 7 fatal accidents. They will be focusing more on crash related enforcement. Citations are being issued for those who are responsible for the crash. All police reports are posted on the NLCRPD website

Mayor Malone:

Mayor Malone pointed out that this is the beginning of black history month which originally began as a way to teach people history of Black Americans and their contributions to society to ensure these perspectives are included in the national narrative. Now it is ongoing and a great way to try to include everyone. Tomorrow will be 135 years since Punxsutawney started celebrating Groundhog Day at the Gobblers Nob in 1887. Thanked police for the work they do and the detail reporting. Mayor Malone said he is happy to see the report includes diversity and response, and pointed out that in some areas this number can be horrifically slanted, but our number shows we are being fair and forward with what we are doing in East Petersburg Borough.

EMS Report: No report given.
Adam Marden was not in attendance.

Emergency Services Coordinator Report: Report submitted to Council.
Diane Garber explained the Emergency Operation Plans is required by the state of PA and it is a document that lists our main vulnerabilities and how we plan to deal with any incidents within the Borough on a large scale. It does not refer to how we police, respond to fires, or how we respond to 911 and EMS calls. This is more on the level of flooding, such as during Sandy the fire department had to pump out hundreds of basements due to flooding. PEMA requires the EOS plan be updated when there is a significant changeover in municipal government or when significant changes are made to the document. Ms. Garber pointed out there has been significant turnover and she has updated the notification and resource manual and combined the document they had for East Hempfield and East Petersburg, mostly to make it easier for her to keep the information updated on one document rather than two. It also helps the fire co. and CFO to only have one document to go to. EOP is a document for "officials use" only. It is not for dissemination or governed by Right to Know, due to the information in it being confidential and necessary to the function of government, especially with emergencies. This document is straightforward to make it easier to use when it is needed. PEMA through county and EMA as well as Diane, our EMA Coordinator, needs a resolution that will indicate the Emergency Operation Plan and the associated notification.

Chief Fire Official Report: Report submitted to Council.
John Kottmyer was not in attendance.

Fire Report: Report submitted to Council.
Don Schoenberger pointed out that in 2021 there were 415 calls in total, which is up 10% from the previous year; 60 of these calls were in East Petersburg. The busiest month in 2021 was June; busiest day was Thursday; busiest time was 3:00-4:00 p.m.
There were 3 fatalities in East Petersburg and 1 in East Hempfield, which is extremely high.
In January 2022 they responded to 32 calls with 17 calls in EHT, 3 calls in EPB, 3 calls in Manheim Twp., 3 in Lancaster Twp., 2 calls in Penn Twp., 1 in W. Hempfield, 2 in Lititz, 1 in Providence Twp. There were 140 staff hours and 204 training hours. Highest alarm type for the month was for dwelling fire.

Manager's Report: Report submitted to Council.
Manager St. Clair pointed out the following:
Lancaster General generously distributed COVID tests to municipalities.
Audit will take place week of 2-14. If anyone needs anything, please be patient she will get back to them asap.
NLCRPD will hold their monthly Commissioners meeting at the East Petersburg Community Center on March 10, 2022, at 7:00 p.m., all are welcome to attend.

Foreman's Report: Report submitted to Council.
Annual water reports were submitted to DEP to show quantity of water from each substation in the Borough.
There were 4 snow events in the Borough in January.

Another municipalities vehicle was involved in a vehicle accident within the Borough, which led to an MS4 violation.

Mr. Moseman pointed out the East Petersburg Borough website is a good place to find information on the MS4 program, in addition to the pamphlets on the back table.

Showed award to everyone in attendance that East Petersburg Water Department received from PA Rural Water for source water protection system of the year.

Zoning Officer Report: Reports submitted to Council.

Property Violation Report: Report submitted to Council.
Currently most of the violations are for accumulation of rubbish.

Solicitor/Collections Report: Report submitted to Council.
Worked on the following: amendments to the peddling and solicitation ordinance, resolution for EOP, resolution for authorized specific signers for Borough accounts
Property Maintenance: Graystone Rd. property is current on payments and new agreement was signed.
Settlement on Lemon St. took place last week – we are waiting for payments on this one.
Hershey Ave. was sent a 30-day notice for property maintenance fees.

HARC: (Hempfield Area Recreation Commission) – Debra Miller
HARC has recently developed an app that is free to download. It can be used to register and pay for classes or court time.
Updates have been made to the vacation and sick time benefits in order to attract and retain full-time staff.

Old Business:

Kim Kirchner re: planting tree with cremated remains of parents, LCPD re: Water and Sewer capacity study GIS data sharing, HYA Baseball request for improvements of Tom Herr field, Draft Agreement for Events Committee to use shed/storage room/concession stand, COG updates, Online borough codes, Peddling & Soliciting amendment to specify times, HAFSC updates, Hometown Hero project, Park /Playground update, Payables, 4Q21 financial review, Misc. Items, Fire co. financials/report, October minutes, Res. 830-update HAFSC board members Res. 831-add HARC to board member list, Property damage claim release, Executive session for personnel matters

New Business – Action Items:

1. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) and carried unanimously, to approve the January 3, 2022, Borough Council Meeting Minutes*
2. Manager St. Clair explained this resolution amends resolution 808, to include Debra Miller as a signer now that John Wolf is no longer on Council.

It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) and carried unanimously, to approve Resolution 832, Authorizing Karen St. Clair, and Debra Miller to sign the grant documents with PA Dept. of Community and Economic Development for the SCADA system upgrade. This resolution will amend Resolution 808. updating signers for SCADA.

3. *It was moved and seconded (Councilmember Schick, Councilmember Herr) and carried unanimously, to approve Lancaster County Tax Claim Bureau Certification of uncollected taxes*
4. Manager St. Clair said the yard waste agreement was talked about during budget time and we were just waiting for them to put the agreement together. The only change is the fee schedule for 2022; it is going from 30.00 to 35.00 per ton.

It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) and carried unanimously, to approve Resolution 833, Agreement between East Petersburg Borough, and Columbia Borough for municipal yard waste agreement

5. *It was moved and seconded (Councilmember Gochnauer, Councilmember Houck) and carried unanimously to approve Resolution 834, Requiring (2) two signatures on all checks on Borough accounts by President, Debra Miller; Vice-President, John Schick; Pro-Tem, Adam Gochnauer; Borough Manager, Karen St. Clair*
6. *It was moved and seconded (Councilmember Valdez, Councilmember Houck) and carried unanimously, to approve the PA Soccer Classic dates for 2022: May 7,8 Girls Challenger; May 14,15, Boys Challenger; June 4,5 Alliance Cup; June 10, 11 & 12 EPYSA ODP Tournament; June 18,19 Mid-Atlantic Cup; September 3,4 Keystone Cup; October 8,9 PAC Friendlies; November 12, 13 Hempfield Fall Classic; November 19, 20 Hempfield Fall Classic*
7. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) to approve Resolution 835, Emergency Operations Plan for East Petersburg Borough revised as of February 2, 2022*
8. *It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) to approve Resolution 836, Authorizing Karen St. Clair to sign the DCNR grant application documents on behalf of East Petersburg Borough*

This is for the grant for the park plan.

9. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) to approve the Managers Contract from January 3, 2022, through January 2024*
10. *It was moved and seconded (Councilmember Schick, Councilmember Valdez) to approve the update of the Borough's website by adding the Borough Codes*
11. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) to Table the motion to advertise Ordinance 317, Updating the Soliciting Ordinance*

This will be discussed further at the next committee meeting with the solicitor.

Extra Items: None

Announcements:

1. East Petersburg Borough will host Northern Lancaster County Regional Police Commission meeting at the Community Center on March 10, 2022, at 7:00 p.m. The meeting is open to the public.
2. The next Borough Council meeting will be held on Tuesday March 1, 2022
3. Appeals Board Meeting will be held March 10 at 7 PM, if needed
4. Planning Commission will be held March 17 at 7 PM for reorganization.
5. Zoning Hearing will be held March 23 at 7 PM, if needed
6. Committee Meeting will be held March 24 at 6 PM

Executive Session for legal & personnel matters: Not Needed

Adjournment: 7:55 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary