

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	January 5, 2021	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 Gochnauer, Councilmember Miller) and carried unanimously, to Approve the minutes of the December 1, 2020 Borough Council meeting

Bill Payment: Reviewed by Council.

Manager St. Clair pointed out there was an additional bill for a mailbox that was replaced after street sweeping or plowing, for approximately \$40.00

Managers' Report: Submitted to Council
Manager St. Clair pointed out the following:
2735 Graystone Road is now compliant

Cares Act funding was received in the amount of \$66,763.00; this will cover the costs of COVID-19 expenses.
December 16th was the first plowable snow and only one vehicle had to be towed.

December 22nd LNP published water rate information incorrectly – correct amount is \$6.50 per 1,000 gallons
Manager St. Clair announced 2 incumbent councilmembers have resigned. The remaining five councilmembers will appoint 2 individuals to fill the vacant seats through December 2021, which is when the term expires for the 2 members that resigned. Manager St. Clair said if anyone is interested in filling the vacant seats, to please contact her.

Council agreed unanimously to post the open seats for councilmembers on the website.

Police Report: Submitted to Council.

Chief Steffen pointed out the following:

East Petersburg continues to fall within the range of assumption of services.

Current rate of citations given for traffic violation is 28%. The rate increases to 33% if there is a crash.

Biased based reporting can be found on the NLCRPD website.

Diane Garber has been a great resource for program implementation for screening and PPE.

Chief Steffen said during the snow emergency, Jeff Moseman and the Public Works staff did an outstanding job during a difficult time.

Mayor Malone: Mayor Malone asked if the overage amounts carry over under "actual and cleared" in the "Crime Clearance" section of the report. Chief Steffen said yes, they follow the UCR clearance classification index. Mayor Malone thanked Jeff Moseman and Public Works staff for the outstanding job they did with the snow emergency. Mayor Malone said that Mr. Moseman and the crews were very responsive and helpful.

EMS: Report submitted to Council.

Adam Marden reported that it was a busy month in East Petersburg Borough with a total of 19 calls; Monday and Thursday afternoons were the busiest times.

They recently purchased three LUCAS CPR devices for \$20,000.00 each. The ambulance that services the Borough is now equipped with this CPR device, which frees up the paramedic and EMT to better treat the patient.

EMT's and paramedics recently went through mandatory training updates in accordance with state requirements. Councilmember Miller asked how many calls were covid related. Mr. Marden said they are only notified for new cases, but this is something that he could find out.

Fire Report: Submitted to Council.

Don Schoenberger reported there were a total of 39 instances last month; highest amount was for vehicle accidents.

Mr. Schoenberger said that the first year with the police department has gone very well. Everything went well in 2020 for operations and administration.

Last month elections were held, and the new president next year will be Tom Enlow.

EMC Coordinator Report: Submitted to Council.

Foreman's Report: Submitted to Council

Mr. Moseman said he appreciated the comments.

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

A hole was found in a pipe in the service line on 6400 block of Main Street, and this caused a leak that created a loss of 30,000 – 35,000 gallons per day. He believes this happened when the sewer line was put in and the connector may have been installed improperly and over time a hole wore into the pipe.

Heating/Cooling propane unit was installed for 6050 Main offices. All buildings are now heated with propane.

2735 Graystone Road – showed pictures of some of the areas that were cleaned up

Businesses and property owners were notified for not removing snow.

Traffic signal report for streets indicated crosswalks needed redone at Enterprise and Main Streets – they were changed to piano style to keep it consistent with the others. Temporary pole was put in at State and Main Street intersection to brace the traffic signal pole from the accident last month.

Pipes were cleaned to remove a tremendous amount of material.

Received a call from a resident about a sewer line backing up into the Meadows. It was a sewer manhole for LASA's infrastructure, and they did clean out the clog and notified DEP to report the illicit discharge. This has all been corrected.

Directional sign at Main and Graystone was moved to the opposite side of the street because there was a problem with visibility.

Zoning Officer Report: Submitted to Council

Councilmember Wolf pointed out the following items that were worked on recently:

2020-2021 Public Involvement and Education topics for MS4, Graystone Road Subdivision, reviewed various permits and did site visits

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:

2055 Broad – a letter will be going to the owner and the tenants

Graystone Road property is currently compliant

2304 has 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 greatly concerned about the financial impact during the temporary three-week closure for Fitness Centers, due to COVID. Thankfully, on January 3rd, the Order by the Governor expired, and HARC is now open for business.

Financial Report – Adam Gochnauer made the following statement:

"When I came on board, the town was in debt, and had to borrow money this time every year just to pay the bills for the next couple of months before the tax revenue came. This is not how things are supposed to happen. My mission was to change the way of how our town was run. Why couldn't we run government like a business. This means knowing what your revenues will be and actually sticking to an expense budget based on what your income will be. But this, however, isn't anything to do with me. Ideas are great, but unless you have a team to implement them, they are worthless. At the time I came on, we also hired Robin Hemperly to be the Borough Manager. Thankfully, she also understood the theory of how to run government like a business, and immediately embraced the plan, and made it happen. Robin continued with the plan, and along with our main bookkeeper, who is now our Borough Manager, Karen St. Clair, the town changed direction and started to come back. Council was educated on how it all worked, and they all got on board and supported the changes one hundred percent. An entirely new mentality and approach was needed, but it happened, and it worked perfectly. Our town isn't blessed with having major development and business growth to increase income like our surrounding neighbors, so everything had to happen from within the Borough limits. The hard decisions were made, and the plan activated. Nine years later, I am proud to announce that as of the end of 2020, East Petersburg is now one hundred percent debt-free. The town is one hundred percent debt free and now putting money into reserve accounts, so we can pay for unexpected emergencies or disasters down the road. I am so proud that a new, unheard plan nine years ago has worked exactly how it should, and this is because of the hard work and sacrifice of our Borough Council, present and past, our former Manager, Robin Hemperly and current Manager, Karen St. Clair and of course, all the hard working Borough employees in the office and in the field under the watch of Foreman, Jeff Moseman. Jeff Moseman was instrumental in making this plan happen out in the town and with all the town projects over the years. I personally thank each one of you and of course every resident that also understood that Council had to make changes along the way and some of them were very tough, but each one for one reason, and that is to be able to look each resident in the eye and tell them that their money wasn't being wasted. I thank all the residents for all their understanding, and today I am proud to be able to tell everyone that it worked, and that East Petersburg Borough is a one hundred percent debt-free Borough. I am the fortunate one that has the honor to report this accomplishment tonight, but the credit goes out to everyone involved in the process. Even though this is a major and proud accomplishment, we must continue to work hard going forward to expand our tax base, and to bring in more businesses to the Borough in order to keep taxes from going up, and at the same time continue to pay expenses which also continue to rise. We will continue to work hard for all the residents to try and make this happen now and in the future. I also wanted to report on another major exciting accomplishments by our friends across the street at East Pete Fire Company, a few years ago, I once again had the responsibility of meeting with them to come up with a fire tax plan that would help them pay for, and eventually own their own station building. This process was not easy and involved everyone buying into a similar system that we used as Council and the Borough. The Fire Company has always been good stewards of the resident's tax money, but we felt that improvements could be made, and an even better system put in place that benefited everyone. These talks ended up coming up with the new fire tax, and a forced savings program contributed by the Fire Company and the Borough to help them pay the mortgage off, and allow the Fire Company to own their own building. What was an already good system by the Fire Company, was made even better by this joint partnership. This initial project was hopeful to have the building paid for by around 2023, but I am proud to announce tonight that by the end of last year, the Fire Company has paid for their building in full. This was accomplished ahead of schedule, and I personally thank the hard efforts and dedication of the men and women of the East Petersburg Fire Company to make this happen. This great group, not only do I feel this is the best fire company around with the best personnel, but they also stepped up to the plate and made a dedicated effort to get this building paid for way ahead of schedule, and it was a huge success. With this major goal accomplished, the Fire Department as with the Borough is not stopping there. It will continue to implement this savings program to now start reserve accounts for upcoming apparatus that is going to need replaced over the next few years. I have seen the plan and they have done well. They continue to publish what will be saved each year for apparatus, and have a full timeline plan for when each equipment will need replaced, and what the financial need will be for each piece when it becomes due for replacement. This is what a good program looks like, and I am happy to see the Fire Company putting this into place now, and in the future. I personally want to thank every man and woman from the Fire Company for working with me years ago, and building a great partnership with the Council, and accomplishing all the great things you've done. Every member should be proud about what is happening with their company and be excited about what is being planned for the future. Thanks again everyone for being the best town around with the best fire company. I wanted to report this tonight because these are two exciting things, and I appreciate the time I have been given to do that.

Councilmember Wolf thanked Councilmember Gochnauer for all the time and hard work he has put into this. He also thanked Manager St. Clair and the former Manager, Robin Hemperly, and the entire Borough staff to help in reaching their goals.

Don Schoenberger thanked Councilmember Gochnauer for his help.

Manager St. Clair thanked Councilmember Gochnauer for his work on this and said that she has enjoyed working with each and everyone of the Councilmembers, and the staff, and the former Borough Manager, Robin Hemperly.

Comments/Visitors:

1. John Schick said he has noticed car carriers parking in the center lane on Main Street near Marin Drive to unload the vehicles in the evenings from 6:00 – 8:00 p.m. He said it creates a dangerous situation for people pulling out onto Main St. from Martin Drive. Councilmember Gochnauer said he saw two car carriers at approximately 3:30 p.m. today parked in the middle of Main Street at the same time, near the Volvo dealer and the Mazda dealer, and this caused traffic to back up. Chief Steffen said he will look into this and have the officers watch out for this.

Old Business: Committee Meeting Topics – A Committee meeting was not held in December.

New Business:

1. ***Review and Approve appointed service organizations:***

It was moved and seconded (Councilmember Gochnauer, Councilmember Houck) with unanimous Approval by the Board, to Appoint Amy Leonard with Henry and Beaver Law Firm as Borough Solicitor

It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous Approval by the Board, to Appoint ARRO Consulting, Inc. as Water Engineer

It was moved and seconded (Councilmember Gochnauer, Councilmember Miller) with unanimous Approval by the Board, to Appoint Sager, Swisher & Co., LLP as Borough Auditor

It was moved and seconded (Councilmember Gochnauer, Councilmember Houck) with unanimous Approval by the Board, to Appoint Michael Bingham with ARRO Consulting, Inc. as Borough Zoning Officer

It was moved and seconded (Councilmember Gochnauer, Councilmember Miller) with unanimous Approval by the Board, to Appoint ARRO Consulting, Inc. as Sewage Enforcement Officer

It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous Approval by the Board, to Appoint ARRO Consulting, Inc. as Property Maintenance Compliance Enforcement Officer

It was moved and seconded (Councilmember Gochnauer, Councilmember Miller) with unanimous Approval by the Board, to Appoint Matt Spellman with ARRO Consulting, Inc. as UCC Compliance Officer

It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous Approval by the Board, to Appoint Janice Longer with Appel, Yost & Zee, LLP as Zoning Hearing Solicitor

2. Manager St. Clair explained the Board vacancies on this list now say open. When they have been filled this resolution will be amended. She also pointed out that it should say Hempfield Area Fire Service Commission and this change will be made.

It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous Approval by the Board, to Approve Resolution 801, Appointing Members to Various Boards:

***Planning Commission Member: Rory Buckwalter -term expires January 1, 2025
Planning Commission Member: Marvin Stauffer -term expires January 1, 2025
ZHB Boardmember: Samuel Maurer IV – term expires January 1, 2024
Appeals Boardmember: Larry Prescott – term expires January 1, 2025
Vacancy Board Chairman: Steve Shenk – term expires January 1, 2022
Hempfield Area Fire Service Commission: John Wolf – term expires January 1, 2023
Hempfield Area Fire Service Commission: Tammy Moseman – term expires January 1, 2023
Hempfield Area Fire Service Commission: open seat – term expires January 1, 2022***

- 3. It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous Approval by the Board, to Approve Resolution 802, Covid-19 Coronavirus Policy and Procedures consistent with the PA Department of Health and CDC recommendations***

Manager St. Clair said that this will not change anything that the Borough has existing.

- 4. It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous Approval by the Board, to Approve the release of the Letter of Credit to Fulton Bank in the amount of 251,511.93 due to they are withdrawing their plans for the proposed expansion project***

This has been reviewed by the Borough Engineer.

Announcements:

- 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. Donations are accepted and appreciated.

Respectfully Submitted,
Kim Strayer, Recording Secretary