

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	May 2, 2023	7:00 p.m.
LOCATION:	Community Center	6051 Pine Street
ATTENDANCE:	Council Members:	Debra Miller, President John Schick, Vice President Adam Gochnauer, Pro Tem (Absent) John Herr Lauren Houck Randy Rannels Sandra Valdez
	Mayor:	James Malone (Absent)
	Assistant Treasurer:	Jennifer Guzejko
	Supervisor:	Kevin Martin

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Samuel Maurer IV, James Swarr, Josh Roberts, Don Schoenberger, Roger Howard Jr., Russ Howell, and Jeff Moseman
Josh Roberts and James Swarr were both recording the meeting.

Comments:

1. James Swarr - said Miller Pipeline started doing work near his property on Carpenter Street last week and has kept large equipment parked on the street since Thursday. Some of these vehicles were parked in front of resident's properties and next to driveways. He called the zoning officer today and was told the police cover this type of violation. Mr. Swarr reported this to the police, and the officer did come out and called the company to ask them to move the equipment off the road.
Mr. Swarr asked if there is a procedure or if anyone is checking on work sites in the borough. It was pointed out that PA1 calls do come in prior to work beginning, but we do not always know the exact date they will begin because they are only required to give a window of time. They are also required to let us know if they are going to close the road. In some cases, the borough has given permission to contractors to keep equipment in the lot at the park when equipment needs to be stored in the borough.
Lauren Houck pointed out that this can be a public safety issue. Sandra Valdez asked if anyone on staff went out to check on this after Mr. Swarr called the office. Jeff Moseman said he did go out, but it was not blocking the roadway and he did not see that it was overwhelmingly dangerous. Mr. Swarr said it might be good for a policy to be put in place for public works to check on these work sites. Mr. Martin said UGI hires contractors to do a lot of their work and not all of these companies call us to let us know when they are coming. It was suggested that a letter be sent with the permit to let permittee know that construction vehicles/equipment cannot be parked overnight on the roadways. Another idea was to call UGI and find out when the contractor will be out, and we can go out and talk to them about it.
Mr. Swarr said someone was recently made to take down a bball hoop and feels this is not that different. Mr. Schick said this could fall under oversized vehicles which are allowed to be parked on the street for a certain period of time. Mr. Schick said he thinks it would be a good idea for Public Works to make a call to contractors to let them know they cannot leave the vehicles parked there. Kevin Martin and Jeff Moseman will get together with Manager St. Clair about this when she returns from vacation.
2. Samuel Maurer IV - said the trailer is still parked on Hershey Avenue. Lt. Kilgore will follow up on this.

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

Police Report: Report submitted to Council.

Lieutenant Kilgore was in attendance and gave an overview of 2022. The annual report is on their website. NLCRPD serves four municipalities and is one of the largest growing communities. They currently serve 45,000 people. Last year officers handled 22,000 service calls. They are the third largest in call volume and handled the most calls per officer in the county. Call volume has risen 44% in the last 12 years, and they continue to get busier.

Each officer wears body cameras which means almost every call the officers go to is recorded. The body cameras capture the truth, which is beneficial to the officers when they get a complaint on conduct. Drones are available to municipal partners and have been used for missing people and even missing dogs.

They started with guardian tracking system to keep track of officer's performance, good and bad. They just began a new recruitment program. It is difficult to find officers because it is a hard profession. Recently, an officer resigned, and Chief Steffen retires in August. The guardian tracking system can be helpful when hiring. They have one new officer starting in June, another in Fall and another in January 2024. They still have two officers at the auction.

The department has several groups to deal with specific issues. They have a traffic unit to handle traffic issues. He was informed about the traffic issues on Main Street at the traffic lights; many details were run on Main Street for this reason.

Two officers trained with DTF. The training was very successful and led to recent drug-related arrests.

Two officers just finished the traffic reconstruction certification, and they are members of the crash unit for the county. The major crime task force can respond to help solve crimes.

NLCRPD is a leadership-based agency. They partner with FBI and FBI-LEEDA. Lt. Kilgore is a member of the FBI National Academy, and has reached out to them, and they will now be hosting a certification program. He explained when they host the program they can charge for it, and the money can go back into the program. They received over 5,000.00 in scholarship money over the last 2 years for these programs.

Lt. Kilgore led the budget process last year and will lead the process again this year.

In the last couple of years, they have received over a million dollars in grants. Recently they received 60,000.00 in grant money for virtual reality training. This is something new that allows them to do training through technology.

They received notification they will be receiving a 300,000.00 grant for radio technology.

With East Petersburg hopefully coming on as a regional partner this year, they are working with the solicitor to make sure everything is ready to go for Jan. 1, 2024.

They switched to hybrid fleet four years ago and the savings have been great. Last year alone they saved 60,000.00. They are renewing the lease program and will get the new fleet at the end of this year.

The policies are online and are updated frequently.

Crime watch on their website has been updated to allow community members to communicate with them, and to allow for sharing information with the communities they serve.

It is a priority of Lt. Kilgore's to keep the level of professionalism at a higher standard as it is now. He hopes to continue to have good working relationships with the managers, staff, and the community.

Mayor's Report: Mayor Malone was not in attendance.

EMS Report: Report was submitted to Council.
Adam Marden was not in attendance.

Emergency Services Coordinator Report: Report was submitted to council.
Diane Garber was not in attendance.

Chief Fire Official Report: Report was submitted to council.
John Koltmyer was not in attendance.

Fire Report: Roger Howard reported that in March there were 39 incidents: 18 – East Hempfield Township, 12 – East Petersburg Borough, 6 – Manheim Township, 2 – Manheim, 1 - Lancaster Township.

Manager's Report: Report was submitted to Council.

Jennifer Guzejko highlighted items from Manager St. Clair's report:

Working with Managers of Clay, Warwick, and Penn Township on the collective bargaining agreements.

Current police contract ends 12/31/23.

East Petersburg Fire Co. and Professional Designs submitted paperwork to get permits for office renovation project.

Capital Blue Cross claims for last year resulted in a credit of over 2,000.00. We will receive 50% of the surplus and it will go to the group premium.

Manager St. Clair, Mayor Malone and Jennifer Guzejko received CPR training.

Looking for 3 more volunteers for NNO on August 1st to setup and cleanup – Contact Manager St. Clair if interested.

Now hiring for a position in the Water Department – interested applicants should apply at the borough office.

Department Supervisors – Kevin Martin:

Water:

Lemon Street Water Main Project: Doli Construction did final paving restoration. They needed to be called back to redo some of the work and it has now been approved by borough staff.

Spring pump replacement – Construction permit application was prepared by ARRO engineering and sent out to DEP.

DEP made a surprise inspection on 4/25/23 and no violations were found. The full report has not yet been received.

Two new 4-inch water meters/strainers and radio readers were installed in the meter vault feeding Kenilworth Court.

MS4/Special Projects:

East Petersburg Borough and Little Conestoga Watershed Alliance will hold a Spring Maintenance Day at the Nitrate Plant Raingarden on May 20, 2023, 8:00 a.m. – 12:00 p.m. This is a public volunteer event for residents to come and learn how to maintain and care for a raingarden.

Borough staff found an oil trail along Graystone Rd., and it was tracked to a Kreider vehicle that blew a hose and leaked oil onto the roadway. Borough staff monitored and worked with the contractor during cleanup.

Multiple grass violations found – education given to property owners.

Bioswale Meadow project was awarded to Kinsley and their sister company, Aquatic Resource Restoration, will be doing the work.

DCNR park grant was submitted – will not know results until late 2023 or early 2024.

Pickleball grant information was reviewed and updated and given to ARRO for the grant application.

Tennis Court issues are being addressed.

Getting prices for temporary pickleball in the old volleyball court and at the main park.

Public Works

Plans were submitted for new offices at fire house.

Removed pool cover and drained water to prepare for upcoming season.

Stop signs in district 1 have all been replaced with new ones.

Attended Penn Dot meeting for road maintenance, liquid fuels, and grant writing.

Street Sweeping for contracted accounts all over the county.

Spring mowing and mulching has begun.

Stone has been completed on second section of Northfield; only one more section left to do. They were approached by someone walking their dog in this area and she said the trail is much better now with the stone buffer because it will keep the trail clear from overgrowth.

Zoning Officer Report: Report submitted to Council.

Property Violation Report: Report submitted to Council.

Solicitor/Collections Report: Report submitted to Council.

HARC: (Hempfield Area Recreation Commission) – Debra Miller - HARC is working on a strategic plan.

Debra Miller reported the compost workshop held at the community center was a success.

Old Business: EP pool snack bar, basketball hoop in ROW, Bio-swale project, 6060 easement, 6040/6050/6060 appraisals & auctioneers, moving quotes, ARLE grant project 72/Miller & 72/Enterprise, revise employment policies, 1Q23 review, account payables, misc. items, fire co. financial review, April committee meeting minutes, Rettew to perform traffic engineering services for ARLE grant, and final payment to Doli Construction for the Lemon Street water main replacement project.

New Business – Action Items:

President Miller asked if there were any questions on the new business items. There were no questions about the new items listed below.

- 1. It was moved and seconded (Councilmember Valdez, Councilmember Herr) with unanimous approval by the board, to approve April 4, 2023, Council Meeting Minutes.*
- 2. It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to approve 6060 Main Street Stormwater Permanent Easement, to allow the Borough to maintain the stormwater facilities.*
- 3. It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve Charles Groff and Sons Inc. estimated cost of services 2,281.24 for moving office equipment to the new office location.*
- 4. It was moved and seconded (Councilmember Rannels, Councilmember Houck) with unanimous approval by the board, to approve the amendments to the Standard Operating Procedures and Hours of Operation policies.*
- 5. It was moved and seconded (Councilmember Rannels, Councilmember Schick) with unanimous approval by the board, to approve the request from the Hempfield Church of the Brethren to hold an ice-cream social at Constitution Square on Friday, May 19, from 6:00 p.m. – 7:30 p.m. under the condition the borough be named as an additional insured.*

Extra Items (Issues arising in the last 24 hours):

PPL is asking for a right of way to install an anchor guy at the Commons on Main Street. This is to support the telephone pole. This right of way will most likely be recorded.

- 1. It was moved and seconded (Councilmember Schick, Councilmember Valdez) with unanimous approval by the board, to grant the right of way to PPL for the installation of a guy wire/ overhead and anchor head facility.*

Announcements:

1. The next Borough Council meeting will be held on June 6, 2023
2. Appeals Board May 11 - 7 PM, as needed
3. Planning Commission May 18 - 7 PM
4. Zoning Hearing May 24 - 7 PM
5. Committee May 25 - 6 PM
6. Looking for someone to fill the Lancaster County Sewer Authority (LASA) – Borough Boardmember, beginning 1-1-2024.

Adjournment: 7:59 p.m.

Executive Session for legal & personnel matters: None

Respectfully Submitted,
Kim Strayer, Recording Secretary