

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	October 3, 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 John Herr Randy Rannels William Sharp Sandra Valdez (Absent)
	Mayor:	James Malone
	Borough Manager:	Karen St. Clair
	Chief Water Operator:	Jeff Moseman

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Tammy Moseman, Cynthia Farley, Mike & Cathy Shuber, Cappy Panus, Don Schoenberger, Josh Schwartz, Eva Dombrowski, Joyce Mokros, Annette Rogers, James Swarr, Josh Roberts, Debbie Keys, Frank Mokros

Visitor Comments:

1. **Cappy Panus** asked for an update on the Bioswale Project at the Meadows. Jeff Moseman said they recently went over the punch list with the contractor and there was a lot of deficiencies that needed to be cleaned up. They were given a 2-week extension to complete the work, and rain delayed it further. The remaining part of the project will be putting in the two bridges.
2. **Lancaster Public Library Presentation**
Cindy Farley, CFO of LPL, said they are now opened at the new location 51 N. Queen Street. They serve the residents of East Petersburg Borough and 29% of residents are card holders. In 2022, residents from the borough borrowed 20,491 materials valuing \$409,820.00. The new library is fully ADA accessible and can be accessed from the parking garage. They have a YA section, work & study rooms, updated technology, lockers for 24 hour pick-up, outdoor terrace, meeting space, e-resources, sensory & autism center, e-books, audiobooks, hotspot devices, musical instruments, many programs for children and adults, and much more. Since moving they have attracted a record number of patrons. They have the largest amount of materials in the county and allow other libraries to access their materials for their patrons. Each year they add over \$200,000.00 in materials to their collection. They have been working to increase their staff members' pay to the going rate. Ms. Farley pointed out that it takes a significant amount of funds to do these things. They are required to generate 63% of their own budget by fundraising, fines, and fees. She said our local funding compared to the national average is at the lowest levels and barely making it on to the chart. Nationally, libraries are averaging \$40.00 per capita to fund their local libraries. Ms. Farley said the \$3,000.00 of support given to them by the borough in 2022 has afforded them .65 per resident in East Petersburg. If looking at cardholders, it is \$2.00 per capita. The state does recommend \$5.00 per capita for municipalities. They currently have the 8th largest service area in the state and are charged by the state to serve 207,000 people in Lancaster County. They currently rank 439th in local funding per capita.
Josh Schwartz, Board Chair and Secretary of LPL, thanked council for their time, attention, and continued support. Normally they would be asking for the \$5.00 per capita that is recommended by the state, which

is \$23,000.00 vs. the \$3,000.00 that was given. He said he realizes that is too big of an ask. He said if \$5.00 was given based on the 29% of residents that do have library cards, it would be \$6,545.00. He said this year they are asking \$3.00 per card holder which totals \$3,927.00, He feels this is a good steppingstone toward the state recommended amount of \$5.00 per capita.

John Herr asked if the state recommended amount includes funding they get from the county. Ms. Farley said it is not included. She said they do not get any funding directly from the county. The county funds the library system of Lancaster County which is a separate entity. The county does provide them with IT services and the software that is used for finding books.

Cappy Panus asked what services they have for Autism. They told her there is an entire devoted space called the Autism Room where they hold sensory story time and provide support and resources for parents and people with Autism. Ms. Panus asked if people who do not have access to computers at home can use computers at the library. She was told that they do have computers for patrons to use. Ms. Panus said the library is so much more than books; it is an education center. For some residents in the city, this may be the one and only place they have to advance themselves in education. She said she is happy to put her tax dollars to this and is glad we have been contributing and would encourage council to continue to support the library. She said it is not just books, it is education.

Debra Miller said the library is very worthwhile and they did increase the contribution from last year for 2023 to \$3,300.00.

3. **Mike Shover** lives on Split Rail Drive near the community mailboxes and said with being conscious about curb appeal he is not sure how it was decided for the borough to put a red mark in front of his house at the community mailboxes. Mayor Malone said that the postal service had issues with the mailboxes being blocked and they did send out notifications about the mailboxes to all the residents in the area. Debra Miller said residents also reported not being able to access the mailboxes easily, due to vehicles parking directly in front of them. Mr. Shover said he always looks at these types of mailings and he did not receive anything from them. Debra Miller said that the postmaster did make this recommendation. He wishes they would have used a more subtle color. He said he would prefer no color but does understand that they are trying to attract attention. He just does not think this was a good solution. Mr. Schick explained an ordinance was passed for this and in order to enforce the ordinance it was either mark the curb or put signs up, and it was decided to mark the curbing. Mr. Shover said he hopes that they do enforce this ordinance and thanked council for their time.

Bill Payment: Reviewed by Council.

Police Report: Report Submitted to Council.

Chief Kilgore has been with the agency for 27 years and two months ago he was promoted to Chief. He said his goal moving forward is open communication with the constituents and the municipalities. If there is an issue, problem, or concern, please reach out to him. His contact information is on the website. Every month they meet with the commission which is comprised of members from each jurisdiction, and they discuss everything in the reports and everything that happens for that month. Concerns, questions, and comments are brought to this meeting by the members. He said in the charter it states, if any member wants him or an officer at the monthly meeting they will be there, and that is why he is there tonight.

He reported all the policies and procedures online are updated continuously. They are an accredited agency and that forces them to be current on policies. They are currently updating the charter agreement and waiting to hear if Ephrata Township will be joining the charter or not. They gave a presentation to Ephrata Township along with a feasibility study. Ephrata Township wanted to make sure they were doing their due diligence to make sure there wasn't a more affordable option for the same service.

East Petersburg decided to hold off on joining the charter and re-consider for 2025 because if Ephrata Township does join in, the cost will be lower for all partners.

Minor changes will soon be made to the police building.

Manheim Auto Auction is a separate contract and requests specific services for 2 officers to be there 80 hours per week combined. They are currently negotiating the Auto Auction contract pending the collective bargaining agreement outcome. This should be complete by the end of the year.

Chief Kilgore would like to improve the relationship with the schools. He is working to find a solution for both

worlds. They currently have a safety team that includes 4 representatives. Each representative will be a liaison for each school district. East Petersburg Elementary will have a specific officer assigned as a liaison to increase relationships with the school.

Sgt. Burdess will be moving to Lt. to take Chief Kilgore's old spot. Cpl. Smith will be moving to patrol sergeant position. He is the person who takes care of the traffic issues. Cpl. Arseneau will move to Platoon Supervisor. Josh Houser was recently hired along with 2 other officers and will be finishing academy in December. This leaves one spot open and interviews are being held over the next two weeks to fill this position. It is extremely difficult to find and retain people to fill these positions.

They are on track to be reaccredited – they are in year 2 of the process.

Currently working on the 2024 budget and it is looking pretty solid.

They mainly focus on their patrol hours and try to keep it within 3% and they have been consistently on track with this. They do cover community events for the borough also.

Last time he was here someone mentioned truck traffic on Rt. 72. Chief Kilgore said each month they dedicate 20 hours to the traffic unit. A couple of their officers are very good at drug interdiction and traffic enforcement, and they are given extra hours just to focus on these initiatives. Last month, they designated these 20 hours specifically to the truck traffic guys to patrol on Rt. 72 in the Borough. There were several details done for this and they did not have a lot of violations for this. Traffic detail can determine what the real problems are on the roadways and can determine what the average speed is over a certain amount of time. If a legitimate problem is found then they can focus their enforcement on that area. He said it is important on their end to investigate the concerns and complaints to be sure there is a legitimate problem before dedicating time and manpower in those areas, and they will continue to do this. They received a complaint about left turn violators in a school zone. They designated officers to this, and one person was stopped.

On October 18, they will have officers designated to the entire bus route in each school district to determine if there are any problem areas or concerns to address with the school.

He was informed there were some ordinance issues with solicitation. He said he believes the questions were answered about this at the last meeting. The ordinance was updated in their policies but not on their website; this has now been updated. He looked into the history of the solicitation calls and over the last four years they only received four calls. Out of those four calls: 1-was unfounded, 2-there were no citations issued, and 1-there is a citation pending. If there are any other questions that need researched, he asked that someone reach out to him ahead of time so he can bring the information with him to the meeting.

Tammy Moseman asked what day of the week they did their study. Chief Kilgore did not have this information with him. Ms. Moseman said she sees them sitting at the church sometimes and said this is a good spot because she had a truck speeding and driving too close to her on Main Street and if an officer would have been there he would have seen this. Chief Kilgore said they sit in different places for different reasons. Sometimes it is to do a report and they just need to sit somewhere they won't be in the way. Other times they sit to be visible or do a detail for speed. They sometimes sit and use a reader that checks for registrations.

Josh Robert said the calls for solicitation seem low. He said he has called 1 or 2 times and Mr. Swarr has called at least 5 or 10 times. Chief Kilgore said when someone calls in and the call is dispatched, it sometimes gets coded differently when they are given to the officers. Some of these calls could have come in as an ordinance violation. There were 52 of them. He said if he would have known this was a question ahead of time he could have brought this information with him. Mr. Roberts asked if they have unmarked vehicles. Chief Kilgore said they do have unmarked vehicles, but they are not used for patrol.

Cappy Panus said she is happy to hear they will have officers in the school. Chief Kilgore said that they are finding kids are growing up much quicker and that is why they need to put the officers in the middle schools and elementary schools. He believes that good community service is an everyday thing.

He explained that officers have to stay at the top of their game and be ready to deal with any type of situation at any time. When you put officers in schools with children and they see their smiling faces and are around good people in safe places, they can lose the mindset that is needed to deal with situations and scenarios when bad things happen. This has been proven time and time again.

Chief Kilgore said that Diane Garber, EMC has been a great resource to them working with the East Pete Events for Emergency Management.

Mayor's Report: Mayor Malone was in attendance.

Mayor Malone pointed out the following:

This month is breast cancer awareness month.

It is National Book Month.

It is both Italian American and Polish American heritage month. He had the opportunity to see some of these parades in Philadelphia.

Emergency Medical Service: Report submitted to Council.

Adam Marden was not in attendance.

Emergency Services Coordinator: Reports submitted to Council.

Diane Garber was not in attendance.

Diane requested the following news release be read:

FEMA and FCC have planned a nationwide emergency alert test for tomorrow. Test messages will be sent to televisions, radios, and cell phones. The national test will consist of two portions: testing WEA, which is the Wireless Emergency Alert, and EAS, which is the Emergency Alert System. Both tests are scheduled to begin at approximately 2:20 p.m. tomorrow.

Fire Dept.: Report submitted to Council.

Roger Howard reported they responded to 36 calls consisting of 18 calls in East Hempfield Twsp., 6 in East Petersburg, 2 in Lancaster, 1 in Manheim Borough, 7 in Manheim Township, 1 in West Donegal Township.

Borough Manager: Report submitted to Council.

Storms from September 7th and 8th damaged some equipment at the well. Lightning struck a radio analog module output board for a flowmeter and a well sensor. Total damages were \$4,734.00. This was submitted to insurance and minus the deductible, we received almost \$2,500.00. New employee was hired for Public Works. We received the municipal pension payment in the amount of \$30,376.00. We received the volunteer fire relief notification funds in the amount of \$27,354.00. New offices are complete and council members will be doing a walk through on Thursday.

Department Managers:

Jeff Moseman pointed out the following:

Water Dept.:

Day tank and exterior waste tank at the Spring was cleaned, pressure washed and pumped out.

TOA proved to be challenging with installation of water distribution system. We do have somebody there inspecting and we are documenting what is going on with installation. Working on finalizing tie-in with Cottage St. This should begin soon.

Sidewalk pieces were removed on Pine St. as we are in the process of replacing broken curb stops and valves.

Public Works:

Signs for borough office have been installed.

Mailbox and no parking areas complete.

Dirt from the Meadows project was hauled to the Nitrate plant and used to soften the berm.

East Pete Day set up/tear down barrels/barricades.

New employee was hired to replace employee who left.

MS4:

Reviewed/ submitted 2022-2023 Annual MS4 report.

Reviewed/ submitted Pollution Reduction Plan final report for reporting year.

Reminded residents not to blow leaves into the street or put bags of leaves for pick up in the street. Both are MS4 violations.

Met with contractor for bioswale project. Reviewed the deficiencies they need to address. The trails will be completed soon. Looking into footbridge and will have more information soon.

There will be one more open house for borough building this Saturday.

Community pool was drained and winterized for the season.

Three auctions were held for items on Municibid.

LED Conversion- John Herr asked if this would increase our cost. Mr. Moseman said this will cost \$600.00 more per month. This was investigated two times, and it was found that PPL would be investing more in their infrastructure, so the distribution rate goes up to accommodate those costs. Mr. Herr said that he has heard of

LED white lights actually turning to purple. Mr. Moseman will look into this more. Some areas are saving money, and he thinks it is because they are buying larger quantities.

Zoning Officer Report: Report submitted to Council.

TOA has submitted and received permits to build new homes in the borough section of this development.

Property Violation Report: Report submitted to Council.

Mainly rubbish and grass violations.

Solicitor/Collections Report: Report submitted to Council.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Trunk or Treat event will be held on October 26, from 6:00 – 8:00 p.m.

Old Business:

Review of Committee Meeting Topics: Conditions of Sale, MS4 General NPDES permit, Annual donation to Watershed Alliance, PPL Transmission line rebuild, Affordable Paving – Application for payment no. 1, 2024 Budget review, Account Payables 9/28/23, Misc. items from Manager & Council, Fire Co. financial review, August 2023 meeting minutes, Affordable Paving & Excavating for Lemon St. ADA ramp replacement payment request, executive session for personnel matters

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 Herr, Councilmember Rannels) with unanimous approval by the board, to approve August 2, 2023, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Schick, Councilmember Sharp) with unanimous approval by the board, to approve payment to Affordable Paving & Excavating in the amount of \$86,697.41 for Lemon St. ADA ramp replacement*
3. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve sale of the items listed on Municibid to the highest bidders:*
 - *Zero turn mowers for \$8,200.00 to Richard Herb*
 - *Twin tank water softener for \$1.00 to Jim Smith*
 - *Single tank water softener for \$1.00 to Jim Smith*

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

Announcements:

1. The next Borough Council meeting will be held on Wednesday, November 8, 2023
2. Appeals Board October 12 - 7 PM as needed
3. Planning Commission October 19 - 7 PM as needed
4. Zoning Hearing October 25 - 7 PM as needed
5. Committee October 26 - 6 PM
6. Borough office is moving on October 6. The Borough office will be closed that day & re-open on Monday, October 9 at the new location.
7. Pumpkin Fest at the park will be held October 14, 2023 from 11:00 – 3:00 p.m. Rain or shine.
8. Lg. Appliance and tire pick up is October 27. Sign up and tags are required. Lg. appliance tag is \$19.00 and tire tag is \$5.00.
9. Trick or Treat in East Petersburg Borough is October 31st from 6:00 p.m. – 8:00 p.m. Rain date is November 1st.

10. Election Day is November 7 – polls are open 7:00 a.m. – 8:00 p.m

Adjournment: 8:17 p.m.

Executive Session for legal and personnel matters: 8:23 p.m. – 8:53 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary