

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	October 6, 2020	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.

Chris Couragen, LNP Reporter, may be recording parts of the meeting.

It was moved and seconded (Councilmember Gochnauer, Councilmember Pfautz) and carried unanimously, to Approve the minutes of the September 1, 2020 Borough Council meeting

Comments: None

Visitors:

1. East Petersburg Fire Department – Mark Cohen said he did receive and review the bullet points for consideration from the committee meeting, and he is concerned that if more is added to the requirements of this position it would narrow the amount of applicants that would meet the requirements. Mr. Cohen said they will probably be receiving a minimal number of applicants for this position and this would reduce the amount even more. Mr. Cohen stated that they have had a chance to look over the job description. Mr. Cohen said it was discussed, voted on, and approved at two separate business meetings for East Petersburg Fire Dept. They were hoping that Council will be willing to approve the job description as is, without the bullet points. They would like this to move forward and said if Council were to make changes to the job description, it would then have to be reviewed by the other fire companies involved, and this would hold things up, as well as minimize the applicant pool.

Councilmember Wolf made the following statement: Council feels that the Fire Service Commission is good for the future of the Fire Departments and it will allow the Borough and Township to work cooperatively together on more things. He feels it is best to be respectful of what the fire departments comments and insights are, because at the end of the day, they are going to be the ones that are going to be dealing directly with the fire commission. Mr. Wolf stated when looking at the bigger picture, there is a contract that was approved by Council as well as East Hempfield Township and the bullet point items are already included within the list of duties and responsibilities in this contract. He stated that the job description, list of duties, announcement and the contract are all very similar, but the content is very different; this could be something that could be looked at and improved upon. Mr. Wolf suggested approving the job description as written, with changing the term township to municipalities. He also said that adding the wording "shall include, but not be limited to" along with the additional items would encompass the bullet points.

Diane Garber said that she went ahead and changed the term township to municipalities throughout the job description document.

Councilmember Houck said she is OK with approving the job description.

Councilmember Gochnauer said that several of the bullet points are covered in the job description already and asked Mr. Cohen to confirm that as well. Mr. Cohen confirmed that bullet points 2-5 are included and understood in the job description. Mr. Gochnauer asked Mr. Cohen to clarify what level officer is required. Mr. Cohen said that Fire Officer 2 is easy to attain but saying 3 and 4 are required, is a huge jump and this could knock out a lot of applicants; therefore, this is a sticking point for them. They would like to keep it as; Fire Officer 1 - preferred. Councilmember Gochnauer agrees with the fire department on this.

Councilmember Herr said he feels it is best to go with the recommendation of the fire department on this and to keep expectations realistic. He feels the concern Council had, was that this position is not for someone to fill in as a firefighter for the other departments who are lacking firefighters, but to be sure that this person is there to help all of the fire departments. He is OK with approving the job description.

Councilmember Miller is OK with approving the job description as written. She said she feels that it would be beneficial for the bullet points to be used as talking points in the interviewing process.

Councilmember Pfautz said that after hearing what the fire company has to say he has no problem with going along with Fire Officer 1 being preferred and agrees the other bullet points have been written in the contract. He is OK with approving the description.

Diane Garber stated it was agreed on by the fire department that this position will be limited to a career firefighter; a volunteer from the county can not apply. The thought process was that this person would have dealt with HR, finance and grant writing as someone in a career department would normally deal with. They want to be sure that the person hired will have what is needed for the future of this position as well.

Mayor Malone deferred to Council as the legislative body.

Councilmember Wolf said that all Councilmembers seem to be in agreement with the job description as written, now that Diane Garber changed the term township to municipalities, and all members agree that adding the "shall include, but not limited to" is not necessary.

It was moved and seconded (Councilmember Pfautz, Councilmember Herr) and carried unanimously, to Approve the Hempfield Area Fire Service Commission, HAFSC, Chief Fire Official job description as it is currently written, with the change of the term "township" to "municipalities"

Mark Cohen thanked Council on behalf of the East Petersburg Fire Department for their work on this and for approving this and allowing the process to move forward.

Bill Payment: Reviewed by Council

Police Report: Submitted to Council. Chief Steffen reviewed the report and pointed out the following: East Petersburg is right on target with the amount of coverage that was purchased for the Borough. There are currently not any trending issues in the Borough. Patrol fleet is running at a high of 24 miles per gallon, per vehicle, and an average of 17 miles per gallon, per vehicle monthly; savings is projected at \$3,500.00 per month. The old standard fleet was 12 miles per gallon. Currently looking at the metrics of search and seizure impacts that came into play with the Brianna Taylor case. Chief Steffen said that the changes being proposed to put into legislation have already been in place for NLCRPD and they are already compliant with these changes being proposed as part of their accreditation. Working on getting all the accreditations

updated as well as updating the policy and procedures on accreditations. Continuing talks on COVID-19 with the other emergency services. Also working on emergency plans for winter. Chief Steffen explained when they assist other police agencies, they do not always get reimbursed, but it is reciprocated as needed.

Mayor Malone: Encouraged everyone to stay in, stay safe, and get your vote in.

EMS: Submitted to Council - Adam Marden was not present. Any questions can be e-mailed to Adam Marden.

EMC Coordinator Report: Submitted to Council - Diane Garber reported not a lot has changed with the agencies. They recently held a regional meeting to make sure everyone's needs are still being met. CARE's funding checks are being disbursed. Hoping to see the Fire Dept. getting their check soon. Working on a winter event that will be a positive event for the community. Working on 2021 Budget. School is moving forward with very little COVID issues.

Fire Report: Chief Shoenberger gave stats and updates. Slight uptick in incidents in September. Working daily on budgeting. Preparing for winter months approaching, and the typical events that take place.

Managers Report: Submitted to Council. Manager St. Clair pointed out 9/21 the public works employees will be back to normal hours. Tim will be retiring, and a small luncheon will be held for him at the office. Oct. 22 will be the last committee meeting for the year. Next committee meeting will be held on Jan. 28, 2021. Trick or Treat will be held Friday October 30, 6:00 – 8:00 p.m. HempfieldRec will be offering a lifeguard course. There was a litter issue in the park and the judge found the defendant guilty and they will be paying restitution to the borough. The 300.00 litter fee was dismissed by the District Justice.

Foreman's Report: Submitted to Council

Mr. Moseman pointed out the following items from the report: Asphalt and lines are finished at the Basketball court. Lights on top of the Water towers are now back on. Camera was installed at stairs at borough office. Community rain gardens community day was a success, with many volunteers helping out that day. Infiltration bed was completed by the borough staff. Mr. Moseman said that the new equipment the borough bought has helped them to be able to complete more projects on their own. Encountering issues with contractors and MS4 violations that come up while they are working in the borough. We are working on educating the contractors as well as have them correct the issues.

Zoning Officer Report: Submitted to Council. Councilmember Wolf read the report.

TOA plan was approved, Lot add-on for 6200 Hollow was approved, Graystone Road issues were worked on, Fulton Bank plan for parking lot upgrades & a walking path, bioswale retrofit approved by the county, reapplying for grants we did not get.

Property Violations: Submitted to Council

Solicitor Report: Submitted to Council – Council reviewed this report.

Pension plan updates, worked on agreement for CC for HARC, working on resolving ownership issues for Broad St., working with solicitor, Wiley Parker on Graystone Road – contractor will be out there when Mr. Neely is back from vacation, 2 collection accounts have been paid in full since last month

HARC: (Hempfield Area Recreation Commission) – Deb Miller reported - Power pack is working on getting this program started again – updates to follow

Old Business: Committee Meeting Topics – This meeting was held at the Community Center: Budget review, discussed HAFSC, Chief Fire Official equip./job description/misc. issues/board member updates, presentation for street projects for 2021, new vehicle/crane presentation, presentation for 2021 water meter project, generator-Broad Street Spring Tank liner, Nitrate Plant bathroom & DE filter replacement project, Martin Paving improvements invoice, Boy Scout Hut plan review, Res. 790-Registration of Abandoned and Foreclosed Properties-setting form & fee for this. Executive session for Legal matters

New Business:

1. *It was moved and seconded (Councilmember Pfautz, Councilmember Miller) with unanimous Approval by the Board, to Approve Resolution 791, Fee Schedule for 2020 to include the fee for registering abandoned and foreclosed properties*
2. *It was moved and seconded (Councilmember Miller, Councilmember Gochnauer) with unanimous Approval by the Board, to Approve the Community Center Rental Agreement with HARC*
3. *It was moved and seconded (Councilmember Gochnauer, Councilmember Pfautz) with unanimous Approval by the Board, to Approve the release of remaining escrow funds to Mark Martin in the amount of \$1,483.05, for the 1635 Graystone Road project, all items have been satisfied*

Announcements:

- Car show that was rescheduled for October 17, has been cancelled
- Friday October 30 - Trick or Treat 6:00 p.m. – 8:00 p.m.
- October 30 - Large Appliance/Tire Pick-up- tags are available at the Borough office; 14.00 appliance, 3.00 tire
- November 3 – Election Day; polls are open 7:00 a.m. until 8:00 p.m.

Adjournment: 8:20 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary