

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	January 2, 2024	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 Mayor: Borough Manager: MS4/Project Supervisor:
		James Malone Karen St. Clair Jeff Moseman

The reorganizational meeting of the East Petersburg Borough Council was called to order at 7:00 p.m. by Mayor Malone, followed by the Pledge of Allegiance.

Mayor Malone asked for a Nomination for Council President:

It was moved (Councilmember Herr) to Nominate and Appoint Debra Miller for President of Borough Council, with unanimous approval by the Board. There were no other nominations.

Mayor Malone asked for a Nomination for Council Vice-President:

It was moved (Councilmember Miller) to Nominate and Appoint John Schick for Vice President of Borough Council, with unanimous approval by the Board. There were no other nominations.

Meeting turned over to President Miller.

President Miller called the regular Council meeting to order.

President Miller asked for a Nomination for Pro Tem:

It was moved (Councilmember Schick) to Nominate and Appoint Adam Gochnauer for Pro Tem of the Borough Council, with unanimous approval by the Board. There were no other nominations.

Service Organization Appointments for East Petersburg Borough for 2024:

It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) and carried unanimously, to Appoint the following Service Organizations:

- *Solicitor – Henry & Beaver Law Firm*
- *General Borough Engineer – System Designs Engineering or appointed by project*
- *Water Engineer – System Designs Engineering*
- *Auditor – Unknown*
- *Zoning Officer – System Designs Engineering*
- *Sewage Enforcement Officer – System Designs Engineering*
- *Property Maintenance Compliance Enforcement Officer – System Designs Engineering*
- *UCC Compliance Officer – System Designs Engineering*
- *Zoning Hearing Board Solicitor – Janice Longer, Law offices of Appel, Yost, & Zee, LLP*

Visitors: Karyl Carmignani, Colleen Fry, Mary Armstrong, Brad & Maddy Pedrow, Samuel Maurer IV, Violet De Stefano, Jeff Moseman, Mike Dietrich, Wyatt Dietrich, Caleb Simmens, Roger Howard, James Swarr, Tony Lyrstis, Josh Roberts

Visitor Comments:

1. **Josh Roberts** asked when council selects a contractor to represent the borough for zoning and compliance, is it done through a closed bid process or recommendation from council? Manager St. Clair said it is usually a recommendation and we do not have to put it out for bids. She contacts different firms and asks them to submit a proposal by a certain date. There is a form that is used for this. She said she sent out proposal requests to three companies and only one responded. Many companies are at capacity for clients they can handle. Mr. Roberts pointed out that while Michael Bingham was vice president of ARRO, council voiced concern for how Collin Fox was performing his duties as zoning officer relating to group homes and tree cutting issues. He said Mr. Bingham knew about these things because it was brought up to him at the meetings. He said now that Mr. Bingham is working for the new company we are using for these services, how do we ensure this won't happen again? Manager St. Clair said when Council's concern was reported to Mr. Bingham, he did take back the role of zoning officer. When he left the company, Ed was sent to us by ARRO. Mr. Schick said this occurred within days of Mr. Bingham becoming the point guy.
Adam Gochnauer said in the beginning Michael Bingham was our zoning officer, and he was hands on doing the day to day stuff and he likes doing this. When he became VP, he could no longer do this role and had Collin doing it, which did not go well. ARRO did a reorganization of the company, and with Mr. Bingham's position and his rank, they eliminated a lot of the top executives, and he was a free agent. When he left we ended up with Ed. Mr. Bingham is going to be the hands on guy for us now.
Mr. Roberts said he just wanted some clarification because to the average citizen it might not look good, but he feels the answer provides good insight. John Schick said we were trying to find a company that can cover all our needs. John Herr said that Mr. Bingham is not only familiar with the borough but has helped us get some really good grants lately. Mr. Herr pointed out that somebody in this position will butt heads with people at times because he is the one that has to call it the way it is, but he feels we are fortunate to have him back. Mr. Roberts said in his dealings with Mr. Bingham, he has been very professional, and black and white, and feels the explanation was satisfactory. Mr. Schick said for him it was key that we will be dealing with Mr. Bingham and not a lot of other people because it gets hard to track. James Swarr asked if Mr. Bingham left the company. Mr. Gochnauer said no, it was unexpected for Mr. Bingham.
2. **James Swarr** asked how many boil water advisories are usually needed in a year or two. Mr. Moseman said this only happens every three to five years when you have a section of pipe that is opened up and there is no water flowing through it. If there is a water main break or repair needed from a leak, etc., we try to keep water flowing so there is positive pressure in the pipe and to avoid any dirt or bacteria getting into the pipe. When we have a transition from an old pipe to new pipe there will be a need for a boil water advisory. With the recent boil water advisory, we were replacing valves, so the pipe had to be isolated.

Discussion Re: Emergency Management Coordinator Position

1. **Violet De Stefano** said she currently works for the regional emergency medical services council called the Emergency Health Services Federation. She is a public health specialist that works primarily on emergency management activities as it relates to emergency medical services (EMS). She shared her resume with council. She oversees a volunteer medical reserve core of 600 volunteers. This covers a 9 county region. They help to serve when it comes to certain emergencies. Her previous colleague told her about this position. She previously served at Lancaster County for 2 ½ years being able to liaise with emergency management coordinators, including Diane Garber who recently held this position. She has a huge passion for East Petersburg and hopes to live in the borough someday. She worked for Lancaster County on plan writing and review, supported communities in a variety of different preparedness activities, and was able to be boots on the ground responding to emergencies across Lancaster County. She has four goals she would like to support council with:
(1) Provide surveillance and regular communication with borough council and other leadership regarding emergency management activities in the borough.

(2) There are a lot of ways that Lancaster County Emergency Management serves, and she would serve as a liaison between the county and the borough to provide those resources.

(3) FEMA says all emergencies start and end locally. She will assist in doing whatever we can do to be prepared. Having preparedness activities is crucial to this. She would use the borough website to provide resources. She would do tabling at the Fire Dept. events and possibly EP Days. She would also work directly with the school and daycares in the community to ensure they are prepared.

(4) Final thing she would like to do is provide resources to support council regarding emergency management activities that could be crucial for strategic planning.

Mr. Schick asked how she would interact with the elementary school. Ms. DeStefano said initially she would have to go to the East Hempfield School District. She could then work with the principal of the elementary school to see what she can do to support them and provide education and resources to parents. She would work with parents to educate their children on "stranger danger." She would also work with the children and families to understand what to do if there is an incident at school, and how to reunite parents and children that become separated during emergencies.

Adam Gochnauer asked if she would like to do this as a volunteer position, or paid position, or paid by project. Ms. DeStefano said from her experience at Lancaster County Emergency Agency when you pay an individual, especially if it is an EMC, whether it be by project or as a part time stipend, you get significantly more engagement. She said as an individual she would not pass on the idea if it were a volunteer position because she is very passionate about emergency management. She is open to whatever dialogue council would like to engage in. She said there are few paid positions for emergency management in the county. She said there is a significant time commitment if you want it done right. John Herr asked if she sees the borough as a part time position. Ms. DeStefano said yes and said that her current position as the public health specialist at the federation is a very flexible position and they understand the life of a responder is unknown because you can never plan for an emergency. She said that is why she feels she is an excellent candidate for this position because she has an understanding employer that would see the local community resilience is more important.

Sandra Valdez said with this position there is a list of certain training requirements and asked if she had these credentials or would she have to acquire them. Ms. DeStefano said she is currently in the process of obtaining the highest level of certification through the international association of emergency managers which is the Certified Emergency Management CEM. She has accomplished an extensive list of trainings over the last four years. She does not have an Emergency Management bachelor's degree, but she is actively pursuing a master's in public administration with an emphasis on Emergency Management. She has taken a lot of different trainings through the County Emergency Management. She has the baseline, which is ICS 100, 200, 700, and 800. She has taken them multiple times because they always change. She started in emergency management prior to the pandemic as an intern and when the pandemic hit she was made a full time Emergency Manager.

Bill Payment: Reviewed by Council.

Police Report: It was too soon in the month for report to be given.
NLCRPD was not in attendance.

Mayor's Report: Mayor Malone was in attendance.
Nothing to report at this time.

Emergency Medical Service: Report submitted to Council.
Nathaniel Buchanon was not in attendance.
Debra Miller pointed out that they did respond to 23 calls in East Petersburg during the month of December.

Emergency Services Coordinator: No report submitted.

Fire Dept.: No report submitted.

Roger Howard said they had 29 calls during the month of December: 10 calls in East Hempfield, 3 calls in East Petersburg, 1 in Lancaster, 8 in Manheim Twp., 1 in Penn Twp., 2 in Rapho Twp. He did not have the remaining calls to report at this time.

Mr. Howard said he is stepping down as Chief and James Rohrer has taken over the position of Chief for 2024. Debra Miller thanked Mr. Howard for his service.

Mr. Howard said that Violet De Stefano is a volunteer of the Fire Department and did help on the executive side for a while.

Josh Roberts said he has heard that EP Fire Dept. is no longer the first due response to East Hempfield Township and asked if that is correct. Mr. Howard said that is correct. Mr. Roberts asked if someone is having a cardiac arrest in the portion where East Petersburg surrounds East Hempfield would they still be called. Mr. Howard said this has not been finalized, but they will still be dispatched for AED calls. They will still be on the boxes at Traditions, but they will not have that territory. For AED calls they will still have them first. Mr. Roberts asked if EP Fire Dept. is more of an automatic aid department for East Hempfield. Mr. Howard said yes. Mr. Roberts said he heard that East Hempfield has pulled approximately \$40,000.00 in funding as a result of this. Mr. Howard said yes. Mr. Roberts asked if this means East Hempfield will be utilizing EP Fire Dept. without reimbursing. Mr. Howard said it will just be the same as being called to other areas such as Manheim, Lititz, etc. They just won't be called to East Hempfield as much. Mr. Roberts asked if we will see more Rohrerstown Fire trucks responding to calls in East Petersburg now. Mr. Howard said yes on the outskirts you will see one of them responding more. Mr. Roberts thanked Mr. Howard for what he does.

Borough Manager: Report submitted to Council.

ROW Ordinance through LIMC was put together to establish stronger guidelines for facilities in the right of way. Sometimes contractors do not go through the permitting process and the work is then done illegally. This has not happened to us yet, but the ordinance will cover this if it does. To date, five municipalities have signed the agreement. This is on the agenda tonight.

The Operation & Maintenance Agreement between East Petersburg and East Hempfield for the new overhead traffic signal upgrade at Graystone Rd. and Rt. 72 is on the agenda tonight. This is a standard agreement that says we are responsible for maintaining the traffic signal and if we fail to do so, they can have someone do it and then bill us. Adam Gochnauer asked if we are 100% responsible for the advanced warning sign since it is in East Hempfield. Manager St. Clair said yes. John Schick said we are responsible for the advanced warning light because it is giving warning for the signal light that is in our borough, specifically at Graystone and Rt. 72. It will be a mast arm warning sign that will speak to the controller by radio.

Still in the process of finding an auditor. Manager St. Clair spoke with two firms today and they will both be submitting a proposal. She will have this for the next meeting. The current auditing firm has been helping us find someone new.

The new Airbnb ordinance was reviewed by Lancaster County Planning Dept., and it was approved. This will be on the Jan. 25 agenda and the public hearing will be held prior to that meeting. This will be advertised two times.

Department Managers:

Kevin Martin pointed out the following from the department reports:

Water Dept.

Excavated and replaced broken curb box at 6310 Jeanette Dr.

Water sample site plans have been revised due to previous locations not being able to be used.

Fire Hydrant on Main St. was hit and broken off. Insurance claim was filed. Looking to relocate this hydrant back off the curb due to getting hit a lot.

Snowplow and planning procedure meeting was held. Snow vehicles and snow equipment for their vehicles have been tested.

2007 GMC had a radiator and transmission line replacement.

Water meter stock for 2024 have been ordered.

MS4/Special Projects

There was a MS4 violation on Pine St. – dirt from excavating a sewer lateral was not contained. This was addressed and corrections were made.

Temporary safety fencing put back up at the Meadows Bioswale to keep people from walking through and damaging the swale.

ARPA Funding Lanc. County. Community, round 2 – reviewed by County Commissioners and it is looking good for all three grants for: Koser Rd. Spring pump replacement, City Interconnect pump replacement, Stormwater

infrastructure/preservation/mitigation.

COVID -19 ARPA PA Small Water & Sewer H2O PA Grant was applied for to use for Pine St water replacement project, but this was not selected for financial assistance.

Debra Miller thanked Mr. Moseman and his team for putting together the applications for the ARPA round on such short notice.

Public Works

New TV installed at CC. Old TV was not compatible with the Chromecast anymore.

Tested snow equipment and it is ready to go.

2001 Ford will be replaced in 2024 – tires were new, so they swapped them.

Tree trimming was done on Lemon St. at signs and remaining signs installed.

Three remaining sidewalks need repaired, and a contractor was contacted about taking care of this for those who did not fulfill their obligation.

Finished mowing leaves in the park, replaced tot lot brackets that were in need of repair, started servicing mowers for spring. Alex Keagy, the new employee, is an arborist and has helped with tree trimmings.

Traffic light pre-emptor was repaired by CM High, and we were told it was out for a while, and we did not know about it. The pre-emptors and timing are checked during Spring checks, but the timing is only checked in the Fall. Manger St. Clair asked for this to be added to the check list for Fall also. Mr. Martin will get a price for this. Roger Howard asked if there is any way to change the pre-emptions. They recently scraped a car because they could not get through. John Schick said regardless of whether you have a detector back at Pine St or a push button radio device, it would still have to go through that clearance time at the cross walk and PennDOT will not waive on that. There was discussion about putting in an optical device, so when you come down Pine St. it would trigger it. The equipment was tested and as soon as you make the bend the detector picks it up. Mr. Howard said they have numerous instances that it did not trip. The one at State and Lemon will blink before the one at Main and 72 does. John Schick said it is always an option to put another emitter at the fire dept., but it would have to be hard wired back to the controller. A lot of trouble is people freeze when they hear the siren and then there is nowhere for the trucks to go. He said they don't always know if the light is blinking when they leave or not and if cars hit a red light there is nowhere for them to go. If the light is green, it clears the intersection, and they can keep moving. John Schick said we could apply for something like this through the Arley grant.

Zoning Officer Report: Report submitted to Council.

Property Violation Report: Report submitted to Council.

October, November, and December were busy months for violations.

Solicitor/Collections Report: Report submitted to Council.

Worked on zoning amendment, traffic signal improvement agreement, ROW management ordinance, and Chancey's pub parking agreement.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Nothing to report.

Old Business:

Review of Committee Meeting Topics: No meeting in December.

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 Schick, Councilmember Valdez) with unanimous approval by the board, to approve December 5, 2023, Council Meeting Minutes.***
- 2. It was moved and seconded (Councilmember Sharp, Councilmember Herr) with unanimous approval by the board, to approve Resolution 885, appointing members to NLCRPD.***
- 3. It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve Resolution 886, appointing David Schott to Zoning Hearing Board.***

4. *It was moved and seconded (Councilmember Herr, Councilmember Sharp) with unanimous approval by the board, to approve Resolution 887, appointing members to various boards.*
5. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve the Fire Police Event Schedule for 2024, to include any additional events.*
6. *It was moved and seconded (Councilmember Valdez, Councilmember Sharp) with unanimous approval by the board, to approve the Operation & Maintenance (O&M) Agreement between East Hempfield Township and East Petersburg Borough for traffic signal advanced warning signage for the Graystone and Main Street (PA SR 72) project.*
7. *It was moved and seconded (Councilmember Sharp, Councilmember Schick) with unanimous approval by the board, to recommend Josh Roberts to perform the functions of an Emergency Management Coordinator for East Petersburg Borough on a temporary basis until one is permanently appointed.*
8. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) to approve Cohen Law Group proposal for Right of Way Management Ordinance Services and for Manager St. Clair to sign.*

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

Manager St. Clair said this is only to consent to the assignment of the agreement if the property transfers. Nothing changes with the agreement. They do not have a settlement date yet. The buyer is aware of the agreement.

1. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) to approve assignment of approval agreement if the property of Chancey's Pub transfers.*

Announcements:

1. The next Borough Council meeting will be held on Tuesday, February 6, 2024
2. Appeals Board January 11 - 7 PM as needed
3. Planning Commission January 18 - 7 PM as needed
4. Zoning Hearing January 24 - 7 PM as needed
5. Committee January 25 - 6 PM
6. January 6 - Tree Chipping Event held by the Boy Scouts at East Petersburg Community Park from 8:00 – 2:00.
Sign up at the borough office for curb side pick-up or you can drop off your tree the day of the event.
7. If a snow event happens and a snow emergency is declared, it will be posted on the website and WGAL.

Executive Session for legal and personnel matters: None.

Adjournment: 8:03 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	February 6, 2024	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 (Absent) Sandra Valdez James Malone Karen St. Clair Jeff Moseman
	Mayor:	
	Borough Manager:	
	MS4/Project Supervisor:	

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Karyl Carmignani, David Connor, Tammy & Jeff Moseman, John Nolt, Don Kissinger, Melanie Martinez, Jamie Rohrer, Caleb Simmens, Ted Moyer, Josh Roberts, Joyce & Frank Mokros, Roger Howard

Visitor Comments:

1. **David Conner** - Voiced concern for the railroad track on Steven Street not being marked with advanced warning sign that the road crosses the railroad ahead. The pavement markings are not there. It should have a yellow circular sign advancing warning to alert drivers that cross the road and a stop line painted across the road to identify where to stop. It is marked heading west on East Hempfields side. John Schick said it is warranted that we should put the yellow sign up 500 ft. in advance and paint yellow lines. Gates and lights are not warranted for this area.
2. **Joyce Mokros** – Asked what the money from the sale of the borough buildings was used for. Manager St. Clair said it was invested to be used for future projects coming up.

Bill Payment: Reviewed by Council.

Police Report: Report submitted to Council.

Chief Kilgore reported the following:

There were 2 big incidents in the borough in the last 2 weeks. He said they deal with a lot of families and a lot of hurt and does not want to downplay this, but at the same time they have an investigation to do.

Fire on High Street: domestic dispute led to intentional fire started by Mr. Hackman which led to a stand-off and then suicide situation. Mrs. Hackman and family dog were able to get out safely. Initially they were trying to protect the officers and firefighters to avoid anyone getting shot. When the fire became large and they were certain Mr. Hackman was no longer a threat, they were able to enter the home. The firefighters did an awesome job and were able to knock the fire down quickly. The officers and the fire dept. did meet to talk about the situation to discuss what went well and what they can do better. No innocent persons were hurt.

Stabbing on Lawnwood Ct.: The person who committed the crime fled on foot. The information that was given to the 911 center by a caller was a fire, and shots were fired. This led to shelter in place, slowed traffic and contacting school. Fortunately, they were able to locate him and put him in custody within an hour. This is an ongoing investigation.

He said the officers did a great job on this. The victim is in the hospital and is expected to make a full recovery.

Tammy Moseman said there was some confusion on Facebook about where the notification would come from for an incident like this. She asked if the school should have notified the parents of the incident that occurred and that they were in lockdown. Mrs. Moseman said she did receive the notification about the High St. incident, and it was very affective. She thanked the officers for what they do for the borough.

Chief Kilgore said he made the phone call to the school himself and it was precautionary. He contacted the school to ask them to keep the kids inside and the superintendent of the school put something together for the website, which was approved by Chief Kilgore. The lockdown was lifted very shortly after, approximately 35-40 minutes.

James Rohrer said two weeks ago a new reverse 911 alert became available that you have to sign up for. The incident on Hight St. was the first time it was ever used in Lancaster County. You can go onto the Lancaster County or LCEMA website and see how to sign up for the reverse 911 notification system. Chief Kilgore said this notification system is new and they will put information on their website about this.

It was asked how quickly the officers were able to respond to the call. Chief Kilgore said the officer was there within 2-3 minutes.

Chief Kilgore is working on the strategic plan. The previous plan focused on reducing, solving, and preventing crime. With the new technology they have been able to track crimes. The previous plan also focused on training, investigating/follow-ups, and county engagement. He is a firm believer that community engagement is something that happens every day. Every time our officers engage with someone in the community, it is an opportunity to have community engagement. It should be something we do every day and not just at an event or a meeting. They are looking at ways to improve this especially with the schools. He is planning joint training w/fire dept. and other police departments.

He has changed scheduling to maximize supervision and the number of officers on the street.

They have a Crimewatch page to keep residents informed and they will continue to do this.

Embracing and integrating technology is something they are always looking at and has been used as a time saving tool.

Communication is important and they will continue to attend meetings and have honest conversations.

They have been fiscally responsible and plan to continue to stay on, or under budget. They will continue to keep a separate fund for retired officers.

They continue to get better with work force retention/employee satisfaction. Programs are now available for officer wellness. Many initiatives have been made to make sure their officers are taken care of. Officers will soon have an app on their phones to give immediate access for any kind of help and guidance. There is a high rate of suicide in this profession.

Oversight is very important - they have a supervisor on duty 24/7. Leadership is another main focus and have been working on this through training programs.

They developed a program called RCAT - six officers will be a liaison between four school districts and will be going into the schools to do programs, go to afterschool programs, have lunch with the kids, and be a liaison for the teachers and administrators. This will be a good way to establish relationships with the kids. This is in place of an SRO program.

Traffic is their number 1 complaint. There has been 7 fatal accidents in the last 7 months, which is unheard of. He would like to implement a designated traffic unit down the road. Currently officers are handling up to 15 calls in a shift and then have to do traffic enforcement on top of it.

This year they will be alternating specialist officers to attend the meetings so everyone can learn who their department is.

They will present the yearend report in the next month or two.

Tammy Moseman asked if they have emotional support animals. Chief Kilgore said there is a litany of things that go along with this. It's a great tool, but there is a lot of downside to this e.g., time, money, and regulations. He said if there is an officer that would need it, he would not be opposed to it. Mrs. Moseman said she knows someone who breeds them and would be willing to help with this if it is ever needed.

Mayor's Report: Mayor Malone was in attendance.

Attended Lancaster County Borough Association meeting and PA State Mayor Association meeting.

Discussions with Chief Kilgore.

Reviewed borough code and new legislation.

February is Child Dental Care month and Black History month.

If there is a child in need of severe dental care there is a program for this. If you know of someone in need, please reach out to the Mayor.

Emergency Medical Service: Report submitted to Council.
Nathaniel Buchanon was not in attendance.
Deb Miller pointed out there were 20 calls in January.

Emergency Services Coordinator: Report submitted to Council.

Josh Roberts reported the following:

Started reviewing the Comprehensive Emergency Management Plan that we received.

First EMC meeting of the year will be 2/21/2024 @ 6:30 p.m. at the fire hall conference room.

Started reviewing an emergency plan from an outside event that received approval from the events committee.

Set up location on Microsoft Teams on the internal system to store the EMC documents.

Created EMC goals for 2024:

Working on coming up with standard operating checklist for EMC annual duties, special event review/process, and also working with fire dept. and police dept. for emergency response to incidents. Also looking into what would make their process easier.

Started looking into ways we can engage the community. Would like to work with fire department on at least one fire prevention. Would like to get a child safety car seat check on an event day. Trying to build on the sustainability of the program and possibly working toward an emergency management committee where we have a few local individuals that would be involved instead of just one person. Mr. Roberts said a lot of these positions across the county are volunteer and he is not convinced that this needs to be a paid position. This could be something that we do with community engagement, and he will continue to look into this further.

Met with Borough Manager to stay in touch to learn about this position and responsibilities.

Went to the High St. incident debrief. Completed all of his online first year associate level certification courses. He just needs the 2 in-person classes. Went to an in-service training by Lancaster County EMA. Went to the High St. incident and mostly observed the Fire Chief and Deputy CFO running the incident command. He Coordinated getting public works to salt the street. He also checked with Red Cross for displacement services.

Fire Dept.: No report submitted.

James Rohrer reported there were 43 calls in January: 20 in East Hempfield Twp., 10 in East Petersburg Borough, 1 in Manheim Borough, 8 in Manheim Twp., 2 in Manor Twp., and 2 in Penn Twp.

In July-2022, 9 fire departments including East Petersburg FD, received a shared 3-year grant in the amount of \$755,555.00 for recruitment and retention. This grant has its own recruitment and retention coordinator that is paid for through FEMA. Kay Marketing has been hired to do a marketing program. They will be at EP fire dept. with cameras on Friday night. They will be doing other video programs and roll-out. Chief Rohrer said if recruitment and retention doesn't work we need to start looking for other ideas. This is the third grant they have received for recruitment and retention.

Last Friday, East Petersburg was awarded \$16,951.00 through a state grant and that will replace our over 20 year old nozzles, some appliances, and some of the hose. The grant through FEMA is again now open, and they will apply to try to replace their over 14 year old SCBA that as of next year we will no longer be able to use. These are \$8,000.00– \$9,000.00 an air pack.

Lancaster County is giving emergency responders/volunteers who do 15 hours - \$150.00 rebate on their real estate taxes. This started in 2023 and will be available for 2024. EHT does this for their emergency services personnel who run their 1st due district. They also do a higher education reimbursement in the amount of \$2,500.00. In York County, Shrewsbury Borough gives credits for local and county taxes and the school district is giving them full credit for property tax. They are retaining volunteers because of this program. Chief Rohrer said once they are through this, they will be sitting down with Borough Council for a meeting.

Borough Manager: Report submitted to Council.

Manager St. Clair reported the following:

Received \$707.00 grant money for calendars.

Liquid Fuels audit report was received back - there were no findings or discrepancies.

Workers Comp. audit was completed mid-January. The audit resulted in an additional premium of \$1,680.00. Their calculations were verified, and they were correct.

Last month, we added multi-factor authentication. Insurance companies are starting to require this.

Jeff Moseman will be submitting information on Pickel Ball project. Last year, we applied for a grant for this, and we did not receive it. Manger St. Clair and Jeff Moseman have been brainstorming for ideas and Mr. Moseman

has put together a packet for council to look at. Mr. Moseman said we could look for another grant, but this will involve time and money. We can self-fund with borough funds, or we can try to look at other options. There is empty space at the volleyball court at the community park. There is room for 4 courts in that same spot. The preliminary cost is \$17,000.00. The parking lot area is an area that gets used 2-3 times a year. Grass areas could be used for parking if needed those 2-3 times a year. The amount budgeted for court repairs/maintenance was \$25,000.00 and an amount of \$35,250.00 was budgeted pending we were granted the pickleball project. This leaves \$60,250.00 available to use for pickleball courts. Deb Miller asked if this will be put on the agenda at the end of the month. Manager St. Clair said it will be put on the committee mtg agenda for discussion. Adam Gochnauer said since we have a board member on HARC and a good relationship with HARC, maybe it would be worthwhile to reach out to Jeff Book and see if there is a partnership opportunity for this project. He agrees if we have to do it ourselves, this is the way to go, but for the big project this might be a good place to start. HARC doesn't have any pickleball courts and they are using the gym, which isn't an ideal situation and they do have a need for courts. He thinks it would be worth reaching out to see if there is an opportunity for a partnership. They might be able to get grants or subsidize this and put up money to have a mutual agreement for them to use the courts for their leagues. John Schick asked if HARC already has an agreement with E. Hempfield Twp. at Amos Herr Park. Mr. Gochnauer said he knows they do have leagues play there, but it might be something they would be interested in as another option.

Department Managers:

Scott Liggins pointed out the following from the department reports:

Public Works: Sweeper in shop for winter maintenance, potholes filled in various spots, snow events 1/16 & 1/19.

MS4/Special Projects: Multiple incidents of vehicles parked in grass and dragging mud into roadway- doorhanger for violations given along with MS4 education. 2023 Annual Water report submitted – average usage was 100,384,139 gallons. Bioswale Meadows foot bridge pre-bid meeting scheduled for 2/6/2024. Lancaster County Community ARPA funding round 2 future meeting t.b.d.

Water Dept.: Water staff attended the ELANCO Source Water Collaborative annual source water protection meeting. Pre-construction meeting was held at Koser Rd Spring Plant. A tentative start date for work to begin is April 1, 2024. Research and price quotes for PFAS testing. This is set to begin in February 2024.

PFAS is a large class of synthetic chemicals that have been in use since the 1940's. This class of chemicals is often referred to as forever chemicals because they end up in the environment. They are found in different products such as clothing, carpeting, non-stick cookware, firefighting foam, cosmetics, adhesives, and more. DEP wanted to get ahead of EPA regulations that will be coming out in the future. Federal Government hasn't set any kind of maximum levels yet. PA and a few other states have decided to see what the levels are going to be. This is in addition to the testing we already do, and it is required by DEP. We were given a list of accredited laboratories that do this. We narrowed it down to three of them.:

NJ Reider & Assoc. – \$6,919.60

Analytical Laboratory Services – \$4,680.00

Suburban Testing labs – \$2,680.00

Mr. Liggins recommended Suburban Testing Laboratories. He said they seem to be far superior. They are the only laboratory here that does the testing in-house and do all the sampling and they are local.

Mr. Schick asked if the new readers can read all the meters. Mr. Liggins said there are only 12 meters that still need readers and then all the meters will be able to be read with the radio reader.

Zoning Officer Report: Report submitted to Council.

Council liked the new report format.

It was pointed out that Glo Fiber has begun running underground lines in the County and is working in Manheim Twp. currently. Jeff Moseman said they will need to pull permits when they start working in the borough. Jamie Rohrer said they have had some calls due to contractors hired by Glo Fiber hitting gas lines. Lawns are also being dug up. Manager St. Clair said she will reach out to the manager of Manheim Twp. to see what complaints they are receiving so it can be addressed at their meeting with them. Scott Liggins said he has seen miscommunication with the contractors hired by Glo Fiber. They were called out to mark lines more than one time for the same site because of this.

Property Violation Report: Report submitted to Council.

Mainly for vehicles and sidewalks.

Solicitor/Collections Report: Report submitted to Council.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Membership is up 14%. The pool is having trouble with its dehumidification, and it is closed during repairs. The are hoping the repairs will be done shortly.

Old Business:

Review of January 25, 2024, Committee Meeting Topics: Amanda Reilly-Sokoli-PA Furniture Mission, Tom Arnold – EMC Position, Kristin Troop – Events Committee, Amendment Ordinance for Ridge Ave and Carpenter St, Res. 889-DCNR Park Grant project, Proposals for auditing services, Resolution 890 - Appointing White & Rudy as Auditor, Aging trees at the swimming pool, Account payables 01/25/2024, 4Q23 Financial review, Misc. Items, Fire Co. financials, 10/26/2023 Committee mtg minutes, Payment no.1 to Telco, Inc. for traffic signal improvements, Advertisement for footbridges for the Meadows Bio-swale project, Executive session for legal and 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 Rannels, Councilmember Valdez) with unanimous approval by the board, to approve January 2, 2024, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve Ordinance 324, amending the East Petersburg Zoning Ordinance to add definitions for short term rentals. This ordinance amends zoning ordinance no. 254.*
3. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve Ordinance 325, to regulate short term rental units in East Petersburg Borough.*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve Lancaster County Tax Claim Bureau Certification of uncollected taxes.*
5. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve Borough Manager's Contract for the period of 01/02/2024 through 01/05/2026.*
6. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve advertisement of Ordinance 326, Amending parking for Ridge Ave. and Carpenter St.*
7. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve Suburban Testing Labs for analytical laboratory testing of PFAS.*
8. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve 2024 PA-Classics Soccer Tournaments.*

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

Announcements:

1. The next Borough Council meeting will be held on Tuesday, March 5, 2024.
2. Appeals Board February 8 - 7 PM as needed
3. Planning Commission February 15 - 7 PM as needed
4. Zoning Hearing February 28 - 7 PM as needed
5. Committee February 22 - 6 PM

6. The office will be closed February 19 in observance of Presidents Day.

7. Lions Club Spaghetti Dinner will be held February 24, 2024 from 4:00 p.m. – 7:00 p.m. at EP Mennonite Church. Tickets will be available from any Lion – Adults \$12, Kids 6-12 \$6, under 6 free. You can also pay at the door.

Adjournment: 8:18 p.m.

Executive Session for legal matters: In: 8:28 p.m. Out: 9:26 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	March 5, 2024	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 (Absent)
	MS4/Project Supervisor:	Jeff Moseman

President Miller called the regular Council meeting to order.

Moment of Silence and Pledge to Flag.

Visitors: Karyl Carmignani, Tammy Moseman, Jamie Rohrer, Caleb Simmens, Samuel Maurer, Megan Shank, Josh Roberts, Violet DeStefano, Randy Morrison, Phil Kresge, Bill Trovato

Visitors/Comments:

1. **Phil Kresge** lives in Mountville where he currently serves on Council and was formerly the mayor. He is in a band and has played at some of the East Pete events in the past. He is a retired Hempfield teacher and has been in the music business for over 50 years. In 2019, he organized and performed a Woodstock concert at Longs Park, and it was a huge success. In 2022, he did a Live Aid 35th anniversary concert at Longs Park. This year is the 55th anniversary for Woodstock and he said that people from this era are aging, so he would like to put on a Woodstock anniversary show sooner rather than later. He spoke with his co-organizers about putting on this Woodstock concert on a smaller level than they did at Longs Park. He would like to do (2) 45-minute sets. This would be done with 12-14 musicians. It would be an all-age show and they would avoid anything controversial. They will just do the best of Woodstock. It would be on August 17 from 6:00 – 8:30 p.m. There would be food trucks. They are waiting for approval to finalize plans. Bill Trovato will organize the food for this event. Mr. Trovato said he thinks that August 17 is already saved for the Events Committee to hold an event in the park, and this will be the event to fill this date. Mr. Trovato said he was not sure if there would be a Beer Garden for this event yet. Mr. Kresge will be working with the Events Committee to plan this all out. Mr. Kresge said there were no problems at the Woodstock concert they held at Longs Park; grandchildren were present, and it was a very peaceful event. The concert will be free. They will accept donations and possibly do some raffles to defray costs. Insurance will be provided by the Events Committee since they are involved in the planning. They are just looking for an approval.

Bill Payment: Reviewed by Council.

Police Report: Report submitted to Council.
Radar speed signs have been put up on Rt. 72. More traffic stops are being reported on Main St.

Mayor's Report: Mayor Malone was in attendance.
Attended Lancaster County Mayor's Association meeting and the PA State Mayor's Association meeting.
Education Events were discussed for 2024 – nothing has been finalized for this. Radars have possibly moved from Committee.

Emergency Medical Service: Report submitted to Council.

Nathaniel Buchanon was not in attendance.

Deb Miller pointed out there were a total of 26 calls in the borough.

Emergency Services Coordinator: Report submitted to Council.

Josh Roberts reported the following:

Reviewed Makers Market incident plan, reviewed Vagabonds car show incident plan, began development of Vagabonds 2024 car show IAP, attended Borough Council mtg, Preparedness and Planning mtg, and Borough Committee mtg.

Next ESC meeting has not been scheduled yet due to the changeover.

Fire Dept.: No report submitted.

James Rohrer reported there were 28 calls in January: 14 in East Hempfield Twp., 4 in East Petersburg Borough, 3 in Ephrata Borough, 2 in Ephrata Twp., 2 in Lancaster Twp., 2 in Manheim Twp. and 1 in Penn Twp.

Mr. Rohrer thanked Council for attending the class with them.

Borough Manager: Report submitted to Council.

Manager St. Clair was not in attendance.

Debra Miller pointed out that Manager St. Clair attended the following meetings: Council meetings, staff/supervisor meetings to review staff projects, meeting with Randy Rannels to review Lions Club donation of fire truck, MS4 meeting with Jeff Moseman, meeting with Michael Bingham and Grant with SDE.

Lions Club will be donating fire truck for the park. This should be done in approx. 6 months.

Attended state senator meeting with Jeff Moseman and Kevin Martin - topics reviewed: grant funding, municipal radar, and municipal advertising.

Department Managers:

Jeff Moseman pointed out the following from the department reports:

Water Dept.:

Mini splits were installed at the City Interconnect and Nitrate Plant.

Quarterly DEP water quality testing and IOCs were completed - this included the first quarter PFAS.

Wiring and electrical equipment upgrades were completed at the Spring for the pump replacement project. The pump replacement is scheduled to begin in April 2024.

Public Works:

Sweeper is at Bortek for Winter Maintenance. 2024 Street Sweeping schedule is filling up.

Street Signs entered into CS Datum mapping system.

2 snow events in February. Risers were installed on some of the manholes to allow plows to go over them smoothly.

Removing older, dying trees at the pool - new trees will be planted later this month. Randy Rannels asked what size the trees are. Mr. Moseman said the replacement trees on the outside of the pool are 6" diameter and 30' tall. The replacement trees on the inside of the pool are 4" diameter and 15' tall. Replacement trees were purchased at Root's.

PW staff is studying for pesticide testing.

Seasonal tall grass mowing done at meadows, firehouse swale, nitrate plant, and Northfield Dr. swale.

MS4/Special Projects:

Inspected BMP's after mowing of tall grasses near swales. There was a lot of debris - residuals were disposed of. Inspected 4 of the outfalls - removed trash and debris.

There was interest expressed for the composite decking for the vehicle and foot bridge at the Meadows Bioswale. Mr. Moseman received some samples to share with Council. The vehicle bridge rate is 10,000 lbs.

It came up that the design that was put out to bid for both bridges had straight ends. It is a standard design for the vehicle bridge to have a sloped edge. They are asking if we can change this. Michael Bingham explained sloped vs. straight is referring to the end of the walkway. There was some miscommunication with the vendor at the time. Mr. Bingham suggested going with the sloped end. Mr. Moseman said there is no cost difference, turnaround time is quicker, and this will give us a product that is vehicle rated.

Foot bridges need to be finished by June 24. Pending tonight's meeting, Michael Bingham will issue a notice to proceed to Bedford. John Schick said he feels it is well worth the money to go with the composite. Mr. Moseman said he is impressed with them also. The bridges will have green sides w/ gray decking.

ARPA fund went through, and funding will be received for the Spring and City Interconnect pump replacement projects.

One quote was received for the pickleball court; still waiting on one more quote. Also looking into vendor lighting. Will have a truer cost for all of this soon.

Zoning Officer Report: Report submitted to Council.

Sight visit was done at 2735 Graystone Road for property maintenance violations. It is better, but not perfect yet. A letter was issued for this.

Noticing more dumpsters in the street. This could be put in the newsletter.

Received several calls regarding short term rentals.

Many TOA permits are being reviewed and processed. He anticipates they will be pulling out next year at this time.

Property Violation Report: Submitted to Council.

Solicitor/Collections Report: Submitted to Council.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Roof damage due to delamination causing air to get under the rubber roof. This involves a section of the fitness center and a tennis hallway. Repairs will be done soon.

Old Business:

Review of February 22, 2024, Committee Meeting Topics: Megan Shank-special event “Christmas in July”, ARPA update from Lancaster County Commissioners office, Pickleball court update, Randy Rannels-replace Lion’s Club logo on borough sign, EMC-Independent Contractor Agreement, Misc. items from manager and councilmembers , Fire Co. financials review only, 01/25/2024 Committee meeting minutes, executive session for legal matters.

New Business – Action Items:

President Miller asked if there were any questions on the new business items.

Sam Maurer asked for a brief summary of what Ordinance 326 will be. Michael Bingham said last year the traffic engineer performed a traffic study of Carpenter St. and Ridge Ave. due to concerns about site distances. What they determined was when there is parking along the street at this spot it causes cars to meander over. The study showed it wasn’t safe to have cars parked in this area of the street due to a site distance issue and the potential for conflict. The intersection was designed long ago, and it will now be required to park farther away from the curb.

Tammy Moseman thanked Josh Roberts for filling in for the EMC position. She asked Mr. Roberts if he was interested in doing any of the EMC work. Mr. Roberts said he did submit to council a couple of weeks ago saying he was interested in it.

Ms. Moseman asked Violet DeStefano if she works in New Cumberland. Ms. DeStefano said she works for New Cumberland but works from her home in Lititz, PA. Ms. Moseman said her concern is for arrival time to get into the borough from where she lives if we have an incident. Ms. DeStefano said she lives 10-15 minutes away and from an Emergency Management standpoint it is not necessarily an arrival time point as it would be for an EMS or fire unit. She would have more time to be aware of an incident. She would like to live in the borough at some point.

Ms. Moseman asked if the contract price will be disclosed of and how much taxpayers are paying. Ms. Miller said yes, it will be disclosed once they vote on it.

Randy Rannels said when Josh Roberts volunteered for the position he said he would only do it for 1-2 years until we found a replacement. Mr. Rannels said approximately two or three weeks ago Mr. Roberts told Manager St. Clair that he was interested in the position. At that point council had already had three candidates come before council to interview for the position because they thought he was not interested in the position. At the point he had spoken to Manager St. Clair and told her he was interested, they had already spoken to Ms. DeStefano. Mr. Rannels said it wasn’t a situation that we wanted her over you, it was just a matter of timing of the decision to hire Violet. Debra Miller thanked Josh Roberts for stepping up.

- 1. It was moved and seconded (Councilmember Sharp, Councilmember Herr) with unanimous approval by the board, to approve February 6, 2024, Council Meeting Minutes.***

Executive Session: None.

Adjournment: 7:44 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	April 2, 2024	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 James Malone Karen St. Clair (Absent) Kevin Martin
	Mayor:	
	Borough Manager:	
	Public Works Supervisor:	

President Miller called the regular Council meeting to order.

Moment of Silence and Pledge to Flag.

Visitors: Karyl Carmignani, Judith Hudelson, Tammy & Jeff Moseman, Jamie Rohrer, Caleb Simmens, Ted Moyer, Amy Swanger, Mary Armstrong, Tom & Lisa Martin, Violet DeStefano, Josh Roberts, James Swarr, Samuel Maurer IV

Visitors/Comments:

Tammy Moseman said I am here to make a statement regarding the past Committee Meeting. I am not here for a debate. I am here to be heard. I believe I was misunderstood at the March 28th meeting. My main concerns and issues that I was pertaining to was safety, threats, and possible harm to others. Somewhere that got forgotten in that discussion. During the meeting I was humiliated, degraded, disrespectfully spoken to, stared down with the intent of intimidation by the Councilmember William Sharp. I truly understand the positive things the library has to offer of our communities. That was never a question. I'm an educated woman. I do not need to be lectured on my concerns that I presented that were disregarded and misinterpreted by some members of Council. Any resident who speaks up at a public meeting should not feel threatened by any councilmember if their views don't meet certain councilmembers' agendas. I want my voice heard and my statement will be documented tonight so no other resident will need to be treated like I was. I find it disgusting, malicious, hurtful, unkind, offensive, and alarming that if a resident speaks their views and concerns to councilmembers that they may be treated in this manner. You should have apologized to me during the meeting, not afterwards. I asked you to leave me alone that evening, but you insisted on trying to communicate to me. I specifically said to you this was not the appropriate time. I then had to turn to my husband to get you away from me. Where did personal, mutual respect go. Residents should not have to feel intimidated to speak up. When they do, they feel ignored, or their concerns are dismissed. We are all here for the good of our community. I am appalled and horrified at how I was treated. Whether you believe you acted in this manner or not is not up to you to decide. This is how it was, and this is how I feel. That's one thing you can't take away from me. Per my words in this statement, this is what your actions and words have done. You created an atmosphere that is uncomfortable to bring up concerns by the public which is not right. As Councilmembers you need to keep in mind that you work for us as a whole community not just some that favor your agendas. We are supposed to be able as residents to speak to you as our councilmembers, but I feel as though some ignore our voices. Councilmember William Sharp and to other Councilmembers this may pertain to, you should be ashamed for treating your residents in this manner. We all should be able to work together for the best results for our community. Our voices should matter. Thank you to those who listened and heard me tonight.

Bill Payment: Reviewed by Council.

Police Report: Report submitted to Council.

Chief Kilgore gave the year end report for 2023.

NLCRPD (includes all 4 municipalities) 20,000 calls received 40,000 people served for 4 municipalities, total sq. mile covered 72.9, average response time is 5.2 minutes.

Officers handle more calls than other departments in the county: 1300 per officer. There is always someone available 100% of the time.

Biggest increase in calls was mental health; total calls for 2023 was 329 vs. 50 calls 10 years ago.

Total arrests for year was 331.

Mission Statement and Core values shortened ELITE: Excellence, Leadership, Integrity, Teamwork, Expansion
Police commission is comprised of members from the regional membership.

Strategic Plan- Four new goals have been added: Supervision and quality of oversight, Establish a Leadership Mindset, Community Relations and Education, Health, and Wellness of Officers.

Average cost per resident in E. Petersburg is \$155.15, which is the lowest cost for police service in the area he could find.

On track to be re-accredited – this happens every three years. This is directed to policy.

Power DMS is used to stay up to date on policies. Policies can be found online.

Technology: Programs are always changing, and they are staying on top of this.

Drone pilots are used for policing and are available for municipalities services.

Specialized units: Crime Scene and Evidence Unit, Field Training Officer, Regional Community Action Team(new)

The RCAT will help build community relations with the community and will be assigned to each of the schools.

They are working with the schools to see how to improve on this.

Traffic is a huge concern everywhere. They do address every complaint they receive. SGT. Smith will go out and perform a study on roadways in order to know where resources should go. They figure out where the problems are and address them the best they can with the resources they have.

Last year they had 5 fatal accidents. They have accident reconstruction to investigate these accidents to find out what the cause was, why it happened, and how it can be avoided in the future.

Civil Complaints – last year they only had 9 informal complaints and each one was investigated and it was found the officer was doing his job and found to be compliant with policies and procedures.

Award Ceremonies are held annually. This year they will be honoring three different residents that stopped in Penn Twp. to help a motorcyclist involved in an accident.

Local Businesses can reach out to them and offer their facility for training purposes.

6,000 hours of training took place in 2023 – the entire staff went to FBI Leadership training. They were host to this training and will host again in 2024. \$5,000 of leadership scholarship money was received.

Biased based policing is looked at on a monthly basis. Annual report on this is included.

Use of force incidents are all investigated. There were 14 in 2023.

Potentially dangerous calls can be domestic incidents, arrests, mental health issues, people using drugs or alcohol. Officers are all trained on crisis intervention. Looking to increase this training.

Cruisers are flipped out every four years to save money on maintenance. They also switched to hybrid to save money on fuel. The fleet will be flipped out in Fall of 2025.

Crimewatch is on their website. They receive a lot of helpful anonymous information this way.

East Petersburg stats for 2023: 2278 calls, 44 arrests, 148 citations, 38 accidents, 8 warrant arrests, 8 dui's, 785 patrol checks, 33 reportable accidents, 38 non-reportable accidents (0 fatal).

The Criminal Investigation Division handles the criminal case management for complex cases: 14 in 2023
Crime was down in 2023.

They will continue to cover Manheim Auction in 2024.

Recruitment is very difficult, and the new recruits are more concerned about contracts. Lt. Kilgore said he will continue to recruit at a higher standard and will be sure all standards are met.

Full reports can be found on the website wwwnlcrpd.org

Mayor's Report: Mayor Malone was in attendance.

Attended PA State Mayors Association meeting and Lancaster County Mayors Association meeting.

Discussed different programs for police education and educating in high school and college. There are programs for this in Lancaster County.

Emergency Medical Service: Report submitted to Council.

Nathaniel Buchanon was not in attendance.

Deb Miller pointed out there were a total of 24 calls in the borough.

Residents did receive a request to join the membership. James Rohrer said to be on the lookout for a fee being charged to the municipality.

Emergency Services Coordinator: Report submitted to Council.

Violet De Stefano reported the following:

ICS-209 Report was submitted to Council. It covers incident report, accomplishments, planned activities, etc.

1. Lancaster County hazard mitigation plan is working on updating the hazard mitigation plan which is done every 4-5 years. Each municipality will receive a workbook for updating the HMP. She is working with the county to update 5 documents for hazard mitigation that cover the following: perception on current threats, hazards that we see in our borough, what we have done to prepare for disasters in the borough. FEMA says for every dollar that we invest in hazard mitigation, we get \$6.00 in return when there is a disaster. The plan is considered public information, and she will present the hazard mitigation plan to Council at a public meeting. Lancaster County has their plan online and this includes historical documents that EPB added in the last plan review. Flooding is the No. 1 hazard in Lancaster County.

2. Lancaster County has created a problem area survey with the intention to share it with Lancaster County communities. This focuses on flooding areas. She was asked by Lancaster county to share this with the community so she would like this to be added to the website. Council agreed to add this. John Schick suggested she work with Jeff Moseman and Kevin Martin to find problem areas in the borough.

3 She asked council if they had any priorities for her to work on for the next 60-90 days. Adam Gochnauer said the report has more detail than they received in the past. He would like to see Events listed in chronological order and list what has been done so far, the objective, and what still needs done. Ms. DeStefano said Incident Support Plan (ISP) is created for events with 1,000 or more people attending. She agreed it would be beneficial to share some of this information with the public. Will Sharp said he would be interested in knowing more about airport overflights. The fact that they are increasing overflights, the extension of the runways and the use of larger military aircraft C-141's, etc. He asked if there is a mitigation plan if an incident should occur. He asked how high are they supposed to be using residential areas. Ms. DeStefano said this would be great to explore because she doesn't think this was something that was considered up to this point. James Rohrer said Life Lion is flying over more often. The FD recently attended an aircraft class for EMS helicopters. There has been some discourse in Drone's being operated by a lay person. The local level can't stop hobbyist drone use. John Herr asked if she was able to find out if there is any hazardous materials being transported on our railways. Ms. DeStefano said Lancaster County has not done a commodity study and this is how we would be able to determine what is coming in and out of Lancaster County. She said we as a borough cannot do this study because it is very costly, but said she could attend, along with council, the EMPC meeting and discuss the importance of the community flow study at the open comment period. She does think there is merit to doing this study. Ms. DeStefano will talk to the hazardous materials administrator at the county to see if she can be on the agenda to push for this. Ms. DeStefano pointed out that a railroad car was lightly derailed near Chemgro recently and Diane Garber was the one who handled this, and it was handled very well. Randy Rannels said they received much more information on the ISP for the egg hunt this year than when they worked with EHT. He would like to see ISPs for upcoming events also.

Fire Dept.: Report submitted to Council.

James Rohrer reported there were 36 calls in January: 19 in East Hempfield Twp., 6 in East Petersburg Borough, 1 in Lancaster, 2 in Manheim Borough, 4 in Manheim Township, 3 in Penn Township, 1 in Rapho Township

Borough Manager: Report submitted to Council.

Debra Miller pointed out the following from the report:

Manager St. Clair attended the following meetings: Violet De Stefano, Pre-commission mtg, staff, SDE w/ Michael, Communications meeting with EPFC, NLCRPD Commissioners meeting, LCTCB, Employee benefits – All State, Met with Benecon, managers meeting, NNO, WC Committee, Committee meeting.

Grant funding for 9 projects 2020-2024: total cost of projects – 1,917,067.00, Total funding/grants received – 1,090,056.00, EPB cost – 827,011.00

This does not include the Graystone traffic signal upgrades which will be paid for 100% by the state.

Department Managers:

Kevin Martin pointed out the following from the department reports:

Water Dept.:

New emergency generator and transfer switch installation is complete at the Nitrate plant.

Broken curb box replaced at 2546 State Street.

First round of sampling for EPA's UCMR-5 required water testing has been completed. Both filters at the Spring received annual chlorine bath. New DEP regulations starting this year will require quarterly filter inspections and an annual interior filter inspection. Spring pump replacement project kicks off April 1, 2024.

MS4/Special Projects:

Nitrate Plant Wildflower Garden prep and seed planting near Gun Club entrance.
Lemon/State Street Storm pipe - replaced a section of storm pipe at the intersection that passes stormwater from N. Main St out to the Swale at the elementary school. The storm pipe was found to be corroded and collapsed.
Spring Rain Garden Workday Event will take place on May 11, from 9:00 a.m. – 12:00 p.m. at 2899 Graystone Road. Activities: plant identification, invasive plant management, tree tube removal, annual maintenance. Bring garden tools, gloves, sunscreen, bug spray.
Bioswale Meadows Footbridge - structural drawings have been approved by the engineer, and order has been placed. When bridges come in they can be installed.
DCED Pickleball Project - Two quotes from Costar vendors acquired. Pricing for LED light upgrades and light vending timer upgrade options provided.
Pool: cover will be removed April 8. Pool liner will be inspected after pool is drained. Pool set to open May 25.

Public Works:

Dying trees at the pool were replaced and grass planted where old trees were. Tree saplings relocated/repurposed in the park and Riparian Buffer on Hollow Dr.
New and safer heaters installed at maintenance shop.
New trucks ordered.
6271 Carpenter St. fence repair is complete.
Streets: new "no parking" signs installed on lower Lemon St., new "no parking" layout and signs installed on Carpenter St.
Park: ordered new mower w/ bagger, Kevin, and Matt both passed pesticide test, Kevin and Jeff attended pesticide school core/row credits, installed broken playground brackets, opened park bathrooms for the season. John Schick asked if the condition of lines on the main roads have been checked. Mr. Martin said pipes have been inspected and cleaned and recorded into CS Datum. This has been done for more than half of all borough streets and only two bad pipes were found. There are many processes to repair pipes depending on condition. Mr. Moseman said the pipe at State Road between Main St. and Lemon St. is terra cotta and some steal and it's under the sidewalk on the south side of the street and it is patchy the whole way down through. The snap tight might be a good option to eliminate the need to dig up the sidewalks.

Zoning Officer Report: Report submitted to Council.

Council likes the new descriptive format. It was pointed out that ARRO is working on transferring files pertaining to water engineering to SDE.

Property Violation Report: Submitted to Council.

There are more compliant than non-compliant.

Solicitor/Collections Report: Submitted to Council.

No change to collections.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Work has started to get the parks and pools ready to open. Walk-in passes at the pool will be \$15.00 per day this year. Manheim pool will not open this year and they are expecting a lot of walk-ins from Manheim this year. Continuing to work on a strategic plan.

Old Business:

Review of March 28, 2024, Committee Meeting Topics: Landowner Access Agreement, NLCRDP Charter Update, Community Park Pickleball Court Project, Account Payables 3/28/2024, Misc. Items, Fire Co. Financials – for review only, Lancaster County ARPA Funding Agreement, ARPA Certificate & Acknowledgement of Obligation Document for the (2) Water projects; Koser Road Spring Pumps and the City Interconnect Pumps.

New Business – Action Items:

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Valdez, Councilmember Sharp) with unanimous approval by the board, to approve March 5, 2024, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to advertise Ordinance 327, Updating and Amending Codified Ordinances.*
3. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve moving forward with the Community Park Pickle Ball project and to accept the quote from The Brenneman Company in the amount of \$17,000.00*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve the replacement of the welcome sign at Chemgro to a 30" by 40" sign with version number 8, in the amount of \$1,056.00. The borough will purchase two posts and stainless steel hardware to install.*

Samual Maurer asked if the smaller organization signs will be added to the new sign. He was told the Historical Society and Lions Club will be added on to the new sign. The other 2 organizations no longer exist. Samual Maurer pointed out their organization sign was just replaced a few months ago.

5. *It was moved and seconded (Councilmember Sharp, Councilmember Valdez) with 6-1 approval by the board, to approve payment no. 2 to Telco, inc. in the amount of \$120,601.90 for the traffic signal improvement project at 72/Miller Rd. and 72/Enterprise Rd. John Schick abstained, due to his employment with Rettew.*
6. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve Kevin Martin or another borough employee, to take the street sweeper to the Hands on House Children Museum on Saturday, April 20, from 10:00 a.m. – 2:00 p.m. for a Touch-A-Truck Event.*

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

Announcements:

- A. The next Borough Council meeting will be held on Tuesday, May 7, 2024
- B. Appeals Board April 11 - 7 PM as needed
- C. Planning Commission April 18 - 7 PM as needed
- D. Zoning Hearing April 24 - 7 PM as needed
- E. Committee April 25 - 6 PM
- F. Election Day is April 23 – polls will be open from 7:00 a.m. – 8:00 p.m.
- G. Large Appliance & Tire pick-up will take place on April 26, sign up is required. Tags for lg. appliance – 19.00, tire tags – 5.00.
- H. The Car Show will take place on May 4, from 11:00 a.m. to 3:00 p.m. at the Community Park.

Executive Session: None.

Adjournment: 8:20 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	May 7, 2024	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 James Malone Karen St. Clair Kevin Martin
	Mayor:	
	Borough Manager:	
	Public Works Supervisor:	

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

VISITORS: Karyl Carmignani, Samuel Maurer IV, Tammy & Jeff Moseman, Violet DeStefano, Joyce Mokros, Josh Roberts, Frank Mokros

VISITOR COMMENTS:

Tammy Moseman asked why money would be spent to have Violet DeStefano investigate low flying aircraft and how the proposed airport expansion will impact the town. She asked is it about the low flying or safety, and has a plan been written for this already. Violet said it is important for the surrounding areas to start looking into planning efforts in case there would be a plane crash because we are in direct flight patterns. The fire department is working on a plan as well. Jamie Rohrer said Life Lion is now stationed at Lancaster Airport and is flying over to Penn State Medical Center. The statistics for helicopter crashes shows a higher rate for a helicopter used for medical and news purposes. They recently took a class along with five other departments on air medical crashes. There has never been a plan written for this.

BILL PAYMENT: Reviewed by Council.
No additions to the regular bills.

REPORTS:

Police Report: Report submitted to Council.

Chief Kilgore gave the monthly report.

Supervision on the street has been increased to 80% or more.

Staffing study done showed a need for one more officer.

Detective Zimmerman will be retiring and will be receiving a legacy award in May.

1 new officer will be graduating academy in June. 2 new officers starting academy in July. It will be approx. 1 year until they will be on the street. 1 opening left to fill.

App will be added for officer wellness program.

Traffic is no. 1 concern. Fatal accidents are increasing. Looking to have 2 officers assigned to traffic in the future.

Met with schools to work on pilot program and this is going well. Each school has a liaison.

Police Protection Unit (PPU) is a formula used to calculate how much coverage is needed and cost per officer/unit.

This will be looked at every year. Currently residents per officer, we are the lowest in the state. The officers are super busy and go call to call. This saves the municipality money.

The speed monitor will be put on Main St. We can possibly work on funding to get one to keep there.

Mayor's Report: Mayor Malone was in attendance.

May 4th was International Fire Fighters Day. May 15th is National Police Day.

Attended: LCBA quarterly dinner mtg., PA State Mayors Association mtg, Lancaster County Mayor's Assoc. mtg., and Earth Day Clean-ups.

Emergency Medical Service: Report submitted to Council.
Scott Buchle will be taking over submitting reports to the Borough.

Emergency Services Coordinator: Report submitted to Council.
Violet De Stefano reported the following:
Food Truck Event at FD went great.
Looking into sharing FEMA information with community and add to website.
Working on meeting with businesses and organizations to discuss possible hazards they might have.
Recently appointed as Borough representative on the County's Hazard Mitigation Steering Committee.
E-mailed Lanc. County EMA to see what we need to be planning for at the local level for aircraft emergencies.
Part of the EMC role is to run a family assistance center in the event of an emergency. She will be training for this.

Fire Dept.: Report submitted to Council.
James Rohrer reported there were 37 calls in January: 20-EHT, 7-EPB, 5-Manheim Twp., 3-Lanc. Twp., 2-Penn Twp. ISO went from a 4 to a 5 rating. They will be working on getting this back to a 4. There was a clinical save on Thanksgiving 2024; a man's grandson started CPR and helped save his life. There will be a presentation next month for this.
June 1 at the Lancaster County fire Convention there will be 2 members being recognized for their outstanding job with EP Fire co. There will be a press release for this.
The FD working relationship with the police and ESC has been outstanding.

Borough Manager: Report submitted to Council.
Tennis courts are closed until May 17th because of the installation of the pickleball court.
We received a trash rebate of \$3,729.43 for the 1st quarter.
Vagabonds Car Show has been rescheduled for May 24; 4-8 p.m. rain date is August 9. Fire Police will be there.
On the agenda tonight is a motion to approve a revised part D which is part of the project agreement with Land and Water Conservation. It will be revised to say that we must always use the park as a public park, and we cannot sell or develop the property
The weekly report from Good's was shared with councilmembers which shows who puts out trash/extra trash/ lg. items without tags or other trash issues.
EP Elementary cancelled movie in the park.
Manager St. Clair will check if we need to have a PC meeting even though there are no topics to review.

Department Managers: Reports submitted to Council.
Public works had to clean up a manure spill approximately 1 mile long on Graystone Road.
Meadows Bioswale will be on the agenda to talk about next meeting.

Zoning Officer Report: Report submitted to Council.
A lot of time has been spent at TOA. Still issuing permits for new homes at TOA.

Property Violation Report: Submitted to Council.
Only five properties on the list.

Solicitor/Collections Report: Submitted to Council.
No change to collections.
Worked on DCNR grant with deed restriction and property maintenance update for Graystone Road.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Fitness center will be closed tomorrow with modified hours on Thursday and Friday until completion of weight equipment replacement.

OLD BUSINESS:
Review of April 25, 2024, Committee Meeting Topics: Tennis and Pickleball Court lights, Review the NLCRPD Joinder and Charter Agreements, Discussed old Tennis Courts on Graystone Road, EP Elementary PTO movie in the park, HARC's park & recreation plan, review payables, reviewed 1Q24 financials, and Misc.

NEW BUSINESS – Action Items:

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Valdez, Councilmember Rannels) with a 6-1 motion approval by the board, to approve April 2, 2024, Council Meeting Minutes. William Sharp abstained.*
2. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve Ordinance 327, Updating and Amending Codified Ordinances.*
3. *It was moved and seconded (Councilmember Gochnauer, Councilmember Sharp) with unanimous approval by the board, to approve Resolution 892, approving the Joinder Agreement of East Petersburg Borough as a Charter Member of the NLCRPD Commission - The Joinder Agreement dissolves the Police Services Contract and Adopts the Charter Agreement effective 01/01/2025.*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) to approve the proposal from D&H Electrical in the amount of \$3,679.25 to install new light fixtures on court lighting poles for pickleball/tennis courts.*
5. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) to approve the original proposal from D&H Electrical in the amount of \$4,335.00 to install original vending timer for pickleball/tennis courts. The vending timer amount will increase from \$.25 to \$1.00.*
6. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) to approve a divider screen/net for pickleball/tennis courts not to exceed \$500.00.*
7. *It was moved and seconded (Councilmember Valdez, Councilmember Sharp) to approve the execution of the revised deed for the Community Park which now includes the deed restriction as required by DCNR. The restriction will prohibit a change of use for the property or a change in ownership without the written consent of DCNR.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, June 4, 2024
- B. Appeals Board May 9 - 7 PM as needed
- C. Planning Commission May 16 - 7 PM as needed
- D. Zoning Hearing May 22 - 7 PM as needed
- E. Committee May 23 - 6 PM
- F. Throwing Bull Tribe Chicken BBQ will take place at the Community Park on May 11, 11:00 a.m. – 2:00 p.m.
- G. Spring Rain Garden Workday Event will be held May 11, 9:00 a.m. – 12:00 p.m. at 2899 Graystone Road.
- H. Borough office will be closed on Monday, May 27 in observation of Memorial Day.
- I. The Community Yard Sale will be held on Saturday June 1, 2024, from 8:00 a.m. – 12:00 p.m.
- J. The Car Show is rescheduled for May 24 - 4:00 to 8:00 p.m. at the Community Park.

EXECUTIVE SESSION: None.

ADJOURNMENT: 8:25 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
June 4, 2024 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, William Sharp – Member (Absent), Sandra Valdez – Member

Mayor: James Malone

Borough Manager: Karen St. Clair

VISITORS: Karyl Carmignani, Sierra Hoover, James Hoover, Craig & Jennifer Hoover, Janet Hoover, Justin L. Brian Hoover, John & Donna Nolt, Tammy & Jeff Moseman, Don Schoenberger, Bill Lewis, James Swarr, Josh Roberts, Joyce & Frank Mokros, Donald Kissinger

VISITOR COMMENTS:

James Rohrer, Fire Chief of EP Fire Dept. presented James Hoover with a letter of recognition and gratitude from the Emergency Health Services Federation for performing CPR and assisting EMS with clinical care for his grandfather in November – 2023 during a cardiac arrest, thus keeping him alive for an additional amount of time through May 2024.

Bill Lewis voiced concern for lack of safety practices by contractors at TOA. He asked that this be looked into.

Donna Nolt thanked the Borough for putting in the pickleball courts. She and many others have been using them.

BILL PAYMENT: Reviewed by Council.
No additions to the regular bills.

REPORTS:

Police: Report submitted to Council.

John Schick asked what the difference is between contracted time/ actual time on the report. Manager St. Clair will check on this.

Mayor's: Nothing to report at this time.

Penn State Life Emergency Medical Service: No report given.

Emergency Services Coordinator: Report submitted to Council.

Fire Dept.: Report submitted to Council.

James Rohrer reported there were 27 calls in May: 10-EHT, 5-EPB, 4-Manheim Twp., 3-Penn Twp., 2 Rapho Twp., 1-Landisville, 1-Manheim Boro, 1-W. Lampeter Twp.

Borough Manager: Report submitted to Council.

Received \$5,326.12 through a recycling grant based on the amount of recyclable materials collected.

Auditors were in office May 14 through May 17.

Violet DeStefano is the official EMC. The appointment letter was received from the Governor.

Bioswale is 99% complete except for some deck board repairs and vegetation.

Department Managers MS4/Public Works/Water: Reports submitted to Council.
Railroad crossing signage and road markings were added on Stevens St.
Signal light improvements at Miller and Main are complete.
New pump installation project at the Koser Road Spring is complete.
Pickleball courts are complete.
Pool is open for the season. There is a small leak that will be fixed at the end of the season.

Zoning Officer: Report submitted to Council.
Worked on TOA and Bioswale.

Property Violation: Report submitted to Council.
There are only two non-compliant.

Solicitor/Collections: Report submitted to Council.
Working on Right to Know Policy and Right of Way Ordinance to be discussed at the Committee mtg.

HARC: (Hempfield Area Recreation Commission) – Debra Miller reported pool attendance for opening weekend was 421. Memberships in 2024 have brought in \$72,073.00 with 200 more memberships issued this year compared to last year.

OLD BUSINESS:

Review of 5/23/24 Committee Meeting Topics: Meadows Bioswale, Pine St. water main project update, MS4 Presentation, Glo Fiber construction update, EPHS-Civil War Encampment, Account Payables, Financials, Executive session for legal and personnel matters.

NEW BUSINESS – Action Items:

President Miller asked if there were any questions about the action items. There were no questions.

- 1. It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve May 7, 2024, Council Meeting Minutes.*
- 2. It was moved and seconded (Councilmember Valdez, Councilmember Rannels) with a 6-0 approval by the board, to approve payment to Telco Inc. in the amount of \$4,059.04 for traffic light improvements. John Schick abstained due to his employment with Rettew.*
- 3. It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve payment no. 1 to S.A. Way in the amount of \$149,430.00 for the foot bridges*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, July 2, 2024 at 7:00 p.m.
- B. Appeals Board June 13 - 7 PM as needed
- C. Planning Commission June 20 - 7 PM as needed
- D. Zoning Hearing June 26 - 7 PM as needed
- E. Committee June 27 - 6 PM
- F. The Independence Day Celebration will be held on June 28th at the Community Park. Music and Food Trucks begin at 5:30, Movie at 8:30, Fireworks will begin after the Movie.

EXECUTIVE SESSION: None.

ADJOURNMENT: 7:22 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
July 2, 2024 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem (Absent), John Herr – Member (Absent), Randy Rannels – Member (Absent), William Sharp – Member, Sandra Valdez – Member, Mayor: James Malone, Borough Manager: Karen St. Clair (Absent)

VISITORS: Karyl Carmignani, James Swarr, Jamis Rohrer, Violet DeStefano, Cathy Albright, Zan Hummel, Dave Hummel, Joyce & Frank Mokros, Jay Parrish

VISITOR COMMENTS:

Cathy Albright requested benches at pickleball court for those who are waiting and an additional entrance/exit to the pickleball court for convenience and safety reasons. This is already being looked into along with sound buffers due to requests being made at the last meeting. Council said they are happy about the addition of the pickleball court, but they do not want to spend an exuberant amount of taxpayer money on this.

Jay Parrish voiced appreciation for the bridges at the Meadows.

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS:

Police: Report submitted to Council.

Mayor's: PA State Mayors Association and Boroughs Association meeting coming up this month.

Penn State Life Emergency Medical Service: No report.

Emergency Services Coordinator: Report submitted to Council.

Arial spraying for defoliation will take place tomorrow in Lancaster County via a small plane. Hazard Mitigation review has been finalized and submitted. Now waiting to see what grant opportunities are available.

Fire Dept.: Report submitted to Council.

James Rohrer reported there were 30 calls in June: 19-EHT, 3-EPB, 4-Manheim Boro., 1- Manheim Twp., 4-Penn Twp., 1-Rapho Twp., 2-W. Manheim Twp., 1-W. Hempfield, 1-Mt. Joy Twp., 1- Mt. Joy Boro, 1-Columbia, 2-Lancaster. Currently rebranding and will be adding a new flag to the station. Retention program is going well.

Borough Manager: Report submitted to Council.

Meetings attended: Council, Pre-Commission, EMC, NNO, NLCRPD Commission, Fire Co., Solicitor/Manager meeting, SDE, Shentel GLO-Fiber Kick-off meeting, Property/general liability Insurance mtg, Committee mtg. Meetings will continue with GLO-Fiber during installation; everything is going good so far.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

PW: Replacing speed limit signs that are faded. Dead tree removal to begin in July. Spraying for weeds.

Water: Attended PA 1 call class, EPA collection for USMAR5 testing, Service line repair at Village Commons.

Special projects: Park plan being finalized by SDE, light timer at pickleball court will be installed.

Zoning Officer: Report submitted to Council.

Working with TOA, Meadows Bioswale grant, Review information sent by MS4 staff.

Solicitor/Collections: Report submitted to Council.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – For the Kid's Golf Tournament Fundraiser will be held Friday, October 11, 2024. Registration is on website.

OLD BUSINESS:

Review of 6/27/24 Committee Meeting Topics: Right to Know Policy, Park & Recreation discussion on Pickleball court & Bicycle racks, PSA from SDE for Pine St. water main replacement, account payables, 2023 financial audit, Fire co. financials for review only, Executive session for personnel matters.

NEW BUSINESS – Action Items:

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Sharp, Councilmember Schick) with unanimous approval by the board, to approve June 4, 2024, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Valdez, Councilmember Sharp) with unanimous approval by the board, to approve Resolution 893, Adopting a Right to Know Policy.*
3. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve Lancaster Bicycle Club Covered Bridge Classic Ride Event through East Petersburg Borough on 8/18/2024.*
4. *It was moved and seconded (Councilmember Valdez, Councilmember Sharp) with unanimous approval by the board, to approve System Design Engineering professional services agreement to provide engineering services for the Pine Street Water Main Replacement Project on a time and expense basis not to exceed \$127,000.00*
5. *It was moved and seconded (Councilmember Sharp, Councilmember Valdez) with unanimous approval by the board, to approve 2023 Financial Audit Report.*
6. *It was moved and seconded (Councilmember Schick, Councilmember Sharp) with unanimous approval by the board, to approve Resolution 894, authorizing Borough Manager, Karen St. Clair to proceed with transferring our investment funds from Edward Jones office located in Myerstown, PA to the Edward Jones office located at 1180 Erbs Quarry Road, Lititz, PA*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Wednesday, August 7, 2024 at 7:00 p.m.
- B. Appeals Board July 11 - 7 PM as needed
- C. Planning Commission July 18 - 7 PM as needed
- D. Zoning Hearing July 24 - 7 PM as needed
- E. Committee July 25 - 6 PM
- F. Summer Fest featuring "Uptown Band" will be held at the Community Park on July 13, from 5:30 – 9:00 p.m.
- G. "Christmas in July" Makers Market will be held July 20, from 10:00 – 4:00 p.m.
- H. National Night Out will be held at EP Pool on August 6, beginning at 5:30 with a Bike Ride, all other activities will be 6:00 – 8:00 p.m.: open swim, refreshments, bounce houses, touch a truck, and goodie bag for the kids.

EXECUTIVE SESSION: None.

ADJOURNMENT: 7:34 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
August 7, 2024 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, William Sharp – Member, Sandra Valdez – Member, Mayor: James Malone, Borough Manager: Karen St. Clair, Water Supervisor: Scott Liggins, NLCRPD: Lt. Burdis

VISITORS: Karyl Carmignani, Don Kissinger, Tammy & Jeff Moseman, Lisa Myers, Dereck Duffy, Sarah Hunt, Jay Parrish, James Swarr, Violet DeStefano, Amy Swanger, Josh Robers, Kathy Herr

VISITOR COMMENTS: None.

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS:

Police: Report submitted to Council. Lt. Burdis reported there were 177 calls in July with 6 arrests, 29 traffic stops and 18 citations. Accident at Main and New is still being investigated.

Mayor: James Malone reported he attended the PA State Mayor's Association Conference. New legislation was the topic. The borough has been proactive on these items.

Penn State Life Emergency Medical Service: Report submitted to Council. They were not in attendance.

Emergency Services Coordinator: Report submitted to Council. Violet DeStefano reported Hurricane Debby creates an elevated risk for flooding in the area. Lancaster County Emergency Management website has created a form where residents can report any damages from this storm. What3words is an app you can download to use if lost or need assistance. Emergency contact information sheets will be going out to businesses.

Fire Dept.: Report submitted to Council. They were not in attendance.

Borough Manager: Report submitted to Council. NNO has been rescheduled to August 13 from 6-8pm. Bike ride is at 5:30pm. Investment funds were moved to Edward Jones on Erb Quarry Road Lititz, PA location. Meetings continue with Glo Fiber – Everything is going well. Met with TOA re: communications.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Water: Scott Liggins reported two DEP inspections in July. The 1st inspection was filter plant performance evaluation; results will be received next month for this. The 2nd inspection was of the entire water system – 1 violation was found for frequency of calibrations. The violation has been cleared and we are in good shape.

Zoning Officer: Report submitted to Council.

Property Violation: Report submitted to Council. Working on non-compliant property from November.

Solicitor/Collections: Solicitor report submitted to Council.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Continuing to work on strategic plan and expansion of /or replacing some outdoor areas. Koser Tennis Tournament is 8/5 through 8/11 w/ live streaming.

OLD BUSINESS:

Review of 7/25/24 Committee Meeting Topics: ROW Ordinance, 72/Graystone Traffic Signal Improvement Project Plan/Permit/TE-160/O&M Agreement. Final payment to Telco for 72/Miller & 72/Enterprise. 2Q24 Financials, Payables, 2025 Draft Budget for G/W/T. Fire Co. financial review. Pickleball/tennis/basketball courts conversation.

NEW BUSINESS – Action Items:

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve July 2, 2024, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve the quote from Be Fenced, LLC in the amount of \$1,575.00 to install a 7' x 3' Walk Gate with one (1) new 3" gate post & gate hardware on the north side of the Tennis/Pickleball courts.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, September 3, 2024 at 7:00 p.m.
- B. Appeals Board August 8 - 7 PM as needed
- C. Planning Commission August 15 - 7 PM as needed
- D. Zoning Hearing August 28 - 7 PM as needed
- E. Committee August 22 - 6 PM
- F. Woodstock Music Fest will be held at the Community Park on August 17.
- G. Back to School Event K-8th at the Clipper Stadium will be held August 18.
- H. Blues Fest w/ food trucks and beer garden will be held at the Community Park on August 31.
- I. There is an opening on the Planning Commission and Zoning Hearing Board beginning 1/1/2025. If interested, submit a letter of interest to Karen St. Clair, Borough Manager.
- J. National Night Out has been rescheduled for Tuesday, August 13.

EXECUTIVE SESSION: None.

ADJOURNMENT: 7:28 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
September 3, 2024 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, William Sharp – Member, Sandra Valdez – Member, Mayor: James Malone, Borough Manager: Karen St. Clair,

VISITORS: Tammy & Jeff Moseman, Joyce & Frank Mokros, Caleb Simmers, James Swarr, Josh Roberts, Sarah Hunt, Amy Swanger, Violet DeStefano, Nikki Rivera, Roman Rivera, Kevin Harley, Don Schoenberger

VISITOR COMMENTS: Kevin Harley has lived on Geneva Dr. for 25 years. He is concerned with the constant noise coming from the pickleball court. He served on Council in the past and said he remembers when the Jaycees donated the money by fundraising for the Tennis Courts and is happy to have these courts. Mr. Harley hears people playing pickleball up to, and even after 10:00 p.m. He suggested limiting the court times to 8:00 a.m. – 8:00 p.m. and using sound barriers.

Sarah Hunt said she has heard people playing pickleball as early as 6:30 a.m.

Susan Piefer said that morning and evening are the most popular times and there can be up to 30 people at the court. Council said sound barriers have been looked into and were found to be very expensive. An alternate sound barrier was found, and a quote should be received for this soon. As far as limiting times, this is something they can think about. Pickleball Courts will be opening soon in Manheim Township, and it is possible this will reduce the number of people using the courts in East Petersburg.

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS

Police: No report given. They were not in attendance.

Mayor: Swore in (2) two fire police for EP Fire Dept. September is Suicide Awareness Month.

Penn State Life Emergency Medical Service: Report submitted to Council. They were not in attendance.

Emergency Services Coordinator: Report submitted to Council. EP Fire Co.'s Facebook page will be utilized to provide updates for emergency situations. Still exploring more options for connecting with community. EOP has been completed. Working on Preparedness review survey to contribute to county planning. Worked on EP Day emergency planning. Handed out materials at NNO. Looking into holding CPR training for residents. Encouraged residents to participate in preparedness month by preparing an emergency plan.

Fire Dept.: Report submitted to Council. There were 29 calls in August.

Borough Manager: Report submitted to Council. Manager St. Clair told residents they can report any issues re: Glo Fiber directly to them by calling 1-866-997-6474. Borough employee acknowledged for 20 years of service. Worked on healthcare benefit renewal. Recommendation for three employee policy updates re: Healthcare employee costs, Time off request forms for PTO, Certification re-imbusement cost schedule.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Zoning Officer: Report submitted to Council. Continued work on TOA.

Property Violation: Report submitted to Council.

Solicitor/Collections: Reports submitted to Council. Worked on Resolution 896, 897 and Ordinance 328, 329.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Nothing to report at this time.

OLD BUSINESS: Review 8/22/24 Committee Meeting Topics: ROW Ordinance & Agreement, EPFC Resolution 809 & 857 and Ord. 212 & 321, Memorial Bench information, Hockey Rink Renewal, 2025 Holidays, 2025 MMO, Payables 9/3/2024, Fire co. financial review, 7/2024 meeting minutes, Executive session for personnel matters.

NEW BUSINESS – Action Items:

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve August 7, 2024, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Gochnauer, Councilmember Sharp) with unanimous approval by the board, to approve MMO, Minimum Municipal Obligation for 2025.*
3. *It was moved and seconded (Councilmember Herr, Councilmember Gochnauer) with unanimous approval by the board, to approve Holidays for 2025.*
4. *It was moved and seconded (Councilmember Sharp, Councilmember Valdez) with unanimous approval by the board, to advertise Ordinance 328, Repealing Ordinance 321, and chapter 15 article II of the EP Code relating to the duties of the Chief Fire Official.*
5. *It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to advertise Ordinance 329, Regulating Right of Ways in East Petersburg Boro.*
6. *It was moved and seconded (Councilmember Valdez, Councilmember Herr) with unanimous approval by the board, to approve Resolution 896, Replacing Resolution 809 establishing the authority to declare a property unsafe.*
7. *It was moved and seconded (Councilmember Rannels, Councilmember Herr) with unanimous approval by the board, to approve Resolution 897, Repealing Resolution 857 establishing the duties and responsibilities of the Chief Fire Official.*
8. *It was moved and seconded (Councilmember Valdez, Councilmember Sharp) with unanimous approval by the board, to approve amendment to Employee handbook re: the time frame of requesting time off.*
9. *It was moved and seconded (Councilmember Valdez, Councilmember Herr) with unanimous approval by the board, to approve amendment to Employee handbook re: certification cost reimbursement.*
10. *It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval by the board, to approve Park Memorial Bench Program.*
Information will be put on the website for this.
11. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve amendment to Employee Handbook re: cost of healthcare for employees.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, October 1, 2024 at 7:00 p.m.
- B. Appeals Board September 12 - 7 PM as needed
- C. Planning Commission September 19 - 7 PM as needed
- D. Zoning Hearing September 25 - 7 PM as needed
- E. Committee September 26 - 6 PM
- F. East Petersburg Days will be held September 11-14.
- G. Chicken BBQ fundraiser to benefit EPFC held by Grace Church on September 7, 4:30 -6:30 PM.

EXECUTIVE SESSION: None.

ADJOURNMENT: 7:42 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary