

## COUNCIL MEMBERS

Cathleen Panus, President  
John Wolf, Vice President  
Adam Gochnauer, Pro-Tem Member  
John Herr, Member  
Lauren Houck, Member  
Debra Miller, Member  
William Pfautz, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

## UPCOMING MEETINGS

|                     |                   |
|---------------------|-------------------|
| Appeals Board       | January 14 - 7 PM |
| Planning Commission | January 21 - 7 PM |
| Zoning Hearing      | January 27 - 7 PM |
| Committee           | January 28 - 6 PM |
| Council Meeting     | February 2 - 7 PM |

# AGENDA

## January 5, 2021

### CALL MEETING TO ORDER

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

1. **APPROVE DECEMBER 2020 MINUTES** Action Item
2. **BILL PAYMENT REVIEW**
3. **VISITORS / COMMENTS FROM PUBLIC**
4. **REPORT REVIEW**
  - A. Police – Chief Steffen
  - B. Mayor – James Malone
  - C. Susquehanna Valley EMS – Adam Marden
  - D. EMC Coordinator – Diane Garber
  - E. Fire Company – Don Schoenberger
  - F. Borough Manager – Karen St. Clair
  - G. Foreman – Jeff Moseman
  - H. Zoning Officer – Michael Bingham
  - I. Permits Issued
  - J. Current Property Violations
  - K. Solicitor – Amy Leonard
  - L. Collections – Amy Leonard
  - M. HARC – Debra Miller
  - N. Financial – Adam Gochnauer
5. **OLD BUSINESS**
  - A. Review Committee Meeting Topics: No meeting in December. Next meeting will be January 28, 2021 @ 6:00 p.m.
6. **NEW BUSINESS**
  - A. Review/Approve appointed service organizations: Action Item
    - Solicitor – Amy Leonard, Henry & Beaver Law Firm
    - Water Engineer – ARRO Consulting, Inc.
    - Auditor – Sager, Swisher & Co., LLP
    - Zoning Officer – Michael Bingham, ARRO Consulting, Inc.
    - Sewage Enforcement Officer – ARRO Consulting, Inc.
    - Property Maintenance Compliance Enforcement Officer – ARRO Consulting, Inc.
    - UCC Compliance Officer – Matt Spellman, ARRO Consulting, Inc.
    - Zoning Hearing Solicitor – Janice Longer, Appel, Yost & Zee, LLP
  - B. Review/Approve Resolution 801, Appointing Members to Various Boards Action Item
  - C. Review/Approve Resolution 802, COVID-19 Coronavirus Policies and Procedures Action Item

D. Review/Approve the Release of Letter of Credit to Fulton bank in the amount of 251,511.93 due to they are withdrawing their plans for the expansion project

Action Item

**7. ANNOUNCEMENTS:**

January 9 – Tree Chip by the Boy Scouts held at East Pete Park in the parking lot from 8:00 – 2:00 p.m. sign up at the office for curb side pick-up or drop your tree at the park the day of the event. Donations will be accepted.

**8. ADJOURNMENT**

## COUNCIL MEMBERS

John Wolf, President  
Debra Miller, Vice President  
Adam Gochnauer, Pro-Tem Member  
John Herr, Member  
Lauren Houck, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

## UPCOMING MEETINGS

|                     |                    |
|---------------------|--------------------|
| Appeals Board       | February 11 - 7 PM |
| Planning Commission | February 18 - 7 PM |
| Zoning Hearing      | February 24 - 7 PM |
| Committee           | February 25 - 6 PM |
| Council Meeting     | March 2 - 7 PM     |

# AGENDA

## February 2, 2021

### CALL MEETING TO ORDER

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

#### 1. APPROVE JANUARY MINUTES

Action Item

#### 2. BILL PAYMENT REVIEW

#### 3. VISITORS / COMMENTS FROM PUBLIC

#### 4. REPORT REVIEW

- A. Police – Chief Steffen
- B. Mayor – James Malone
- C. Susquehanna Valley EMS – Adam Marden
- D. EMC Coordinator – Diane Garber
- E. Fire Company – Don Schoenberger
- F. Borough Manager – Karen St. Clair
- G. Foreman – Jeff Moseman
- H. Zoning Officer – Michael Bingham
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

#### 5. OLD BUSINESS

- A. Review Committee Meeting Topics: Accepted Resignation of Councilmember Panus and Councilmember Pfautz, Letter from Cathleen Panus to council/public, Nomination for John Wolf as Council President, Nomination for Debra Miller as Vice-President, Pension Plan Amendment, Motion to Advertise to bid signal light project at State & Main Street, 4<sup>th</sup> qtr. financial review, executive session for legal & personnel matters, Res. 804 Appointing Adam Gochnauer as alternate for NLCRPD

#### 6. NEW BUSINESS

- A. Review/Approve Lancaster County Tax Claim Bureau Certification of uncollected Real Estate Taxes Action Item
- B. Review/Approve PA Classic Dates for 2021: Action Item  
May 1, 2, 8, 9, 29, 30; June 5, 6, 19, 20, 25, 26, 27; September 4, 5; October 9, 10;  
November 13, 14, 20, 21; December 4, 5, 11, 12
- C. Review/Approve release of funds held for financial security to Hess Home Builders in the amount of \$225,325.10. The As-Built plans have been reviewed by the Borough Engineer and he has recommended to release the funds. Action Item

#### 7. ANNOUNCEMENTS:

**NOTICE:** East Petersburg Borough Council meetings are electronically monitored. Recordings are maintained as part of the record of the meeting until the minutes are transcribed and approved by the Board.

Pot Pie take-out scheduled for February 6, 2021, has been cancelled,

## 8. ADJOURNMENT

**EAST PETERSBURG BOROUGH SPECIAL MEETING AGENDA**

**OPEN COUNCIL SEATS**

**THURSDAY, FEBRUARY 4, 2021, 5:30 P.M.**

**THIS MEETING WILL BE HELD AT COMMUNITY CENTER**

**CALL TO ORDER AT 5:30 P.M.**

**PLEDGE TO FLAG**

**IS ANYONE RECORDING THE MEETING?**

**VISITORS / COMMENTS FROM PUBLIC**

**AGENDA ITEMS:**

**A. INTERVIEWS FOR OPEN COUNCIL SEATS:**

1. 05:30-05:50 PM RANDY RANNELS
2. 06:00-06:20 PM JUSTINA KADYLAK
3. 06:30-06:50 PM DAVID RUPP
4. 07:00-07:20 PM JOHN SCHICK
5. 07:30-07:50 PM MATTHEW ROY
6. 08:00-08:20 PM SANDRA RODRIGUEZ
7. 08:30-08:50 PM DAVID SCHOTT – PHONE INTERVIEW

**B. COUNCIL DISCUSSIONS ON APPOINTING (2) CANDIDATES FOR VACANCY SEATS**

**C. ADJOURNMENT**

### COUNCIL MEMBERS

John Wolf, President  
Debra Miller, Vice President  
Adam Gochnauer, Pro-Tem Member  
John Herr, Member  
Lauren Houck, Member  
Randy Rannels, Member  
John Schick, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

### UPCOMING MEETINGS

|                     |                 |
|---------------------|-----------------|
| Appeals Board       | March 11 - 7 PM |
| Planning Commission | March 18 - 7 PM |
| Zoning Hearing      | March 24 - 7 PM |
| Committee           | March 25 - 6 PM |
| Council Meeting     | April 6 - 7 PM  |

## AGENDA March 2, 2021

### CALL MEETING TO ORDER

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

1. **APPROVE FEBRUARY 2, 2021 BOROUGH COUNCIL MEETING MINUTES**  
**APPROVE FEBRUARY 4, 2021 SPECIAL MEETING MINUTES**
2. **BILL PAYMENT REVIEW**
3. **VISITORS / COMMENTS FROM PUBLIC**  
Kristin Troop; 2021 EP Events
4. **REPORT REVIEW**
  - A. Police – Chief Steffen
  - B. Mayor – James Malone
  - C. Susquehanna Valley EMS – Adam Marden
  - D. EMC Coordinator – Diane Garber
  - E. Fire Company – Don Schoenberger
  - F. Borough Manager – Karen St. Clair
  - G. Foreman – Jeff Moseman
  - H. Zoning Officer – Michael Bingham
  - I. Permits Issued
  - J. Current Property Violations
  - K. Solicitor – Amy Leonard
  - L. Collections – Amy Leonard
  - M. HARC – Debra Miller
5. **OLD BUSINESS**

Review Committee Meeting Topics: Welcome new Councilmembers, Adopted Resolution 805-to fill council vacancies, Scott Wigelsworth-HAFSC, Michael Bingham-BCO/property fees, Approve January meeting minutes, Review Act 106-PDD, LIMC update, Review fire co. financials
6. **NEW BUSINESS**
  - A. Review/Approve Resolution 806, Appointing Herman (Randy) Rannels as Alternate Representative to the Hempfield Area Fire Service Commission Action Item
  - B. Review/Approve Resolution 807, Setting fees for East Petersburg Borough to add building permit fees and property maintenance fees Action Item
  - C. Review/Approve Resolution 808, Authorizing John Wolf and Karen St. Clair as signers for SCADA documents Action Item
  - D. Review/Approve East Petersburg Fire Co. 2021 Special Fire Police Events Schedule Action Item

**7. ANNOUNCEMENTS:**

There is currently an opening for a Planning Commission Member if anyone is interested please submit a letter of interest to the Borough office.

**8. ADJOURNMENT**

### COUNCIL MEMBERS

John Wolf, President  
Debra Miller, Vice President  
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John Herr, Member  
Lauren Houck, Member  
Randy Rannels, Member  
John Schick, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

### UPCOMING MEETINGS

|                     |                 |
|---------------------|-----------------|
| Appeals Board       | April 8 - 7 PM  |
| Planning Commission | April 15 - 7 PM |
| Committee           | April 22 - 6 PM |
| Zoning Hearing      | April 28 - 7 PM |
| Council Meeting     | May 4 - 7 PM    |

## AGENDA

April 6, 2021

### CALL MEETING TO ORDER

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

#### 1. APPROVE MARCH 2, 2021 BOROUGH COUNCIL MEETING MINUTES

#### 2. BILL PAYMENT REVIEW

#### 3. VISITORS / COMMENTS FROM PUBLIC

#### 4. REPORT REVIEW

- A. Police – Chief Steffen
- B. Mayor – James Malone
- C. Susquehanna Valley EMS – Adam Marden
- D. EMC Coordinator – Diane Garber
- E. Fire Company – Don Schoenberger
- F. Borough Manager – Karen St. Clair
- G. Foreman – Jeff Moseman
- H. Zoning Officer – Michael Bingham
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

#### 5. OLD BUSINESS

Review Committee Meeting Topics: New Employee introduction to Council; Steven Hohenwarter, Adam Stahl/Jeff Moseman-Tree Plan, John Kottmyer-HAFSC CFO, Robin Hemperly-DCNR Grant, Review Minutes, Review Payables, Tammy Moseman-HAFSC update, Letter of support from Manheim Twp. Re: possible County Health Dept., Open position-P.C. member, Amending Resolution 691-Tabled, Fire Co. Financials, Executive Session for legal matters

#### 6. NEW BUSINESS

- A. Review/Approve Temporary Construction Easement Agreements between Gargano's Inc., Fulton Bank and Teaman-Martin and East Petersburg Borough Action Item
- B. Review/Approve Permanent Easement Agreements between Gargano's Inc., Fulton Bank and Teaman-Martin and East Petersburg Borough Action Item
- C. Review/Approve request for \$175.00 payable to Gargano's, Inc. as payment for the permanent easement, with this being approximately 1 hour of attorney's fees Action Item
- D. Review/Approve HARC Pool Amended Agreement to change the current umbrella premium from \$5 million to \$1 million Action Item

**7. ANNOUNCEMENTS:**

April 30 – Large Appliance/Tire Pick-up- tags are available at the Borough office; 15.00 appliance, 5.00 tire  
May 1 – Car Show at East Petersburg Park 11:00 a.m. – 3:00 p.m. Live music, food vendors, and a Chinese Auction to benefit Hospice.

**8. ADJOURNMENT**

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Lauren Houck, Member  
Randy Rannels, Member  
John Schick, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

## UPCOMING MEETINGS

|                     |               |
|---------------------|---------------|
| Appeals Board       | May 13 - 7 PM |
| Planning Commission | May 20 - 7 PM |
| Zoning Hearing      | May 26 - 6 PM |
| Committee           | May 27 - 7 PM |
| Council Meeting     | June 1 - 7 PM |

## AGENDA May 4, 2021

**PLEDGE TO FLAG  
IS ANYONE RECORDING THE MEETING?**

**CALL HEARING FOR COMCAST CABLE RENEWAL TO ORDER**

**COMMENTS FROM PUBLIC**

**ADJOURN HEARING**

**CALL REGULAR MEETING TO ORDER**

**1. APPROVE April 6, 2021 BOROUGH COUNCIL MEETING MINUTES**

**2. BILL PAYMENT REVIEW**

**3. VISITORS / COMMENTS FROM PUBLIC**

**4. REPORT REVIEW**

- A. Police – Chief Steffen
- B. Mayor – James Malone
- C. Susquehanna Valley EMS – Adam Marden
- D. Emergency Services Coordinator – Diane Garber
- E. Chief Fire Official – John Kottmyer
- F. Fire Company – Don Schoenberger
- G. Borough Manager – Karen St. Clair
- H. Foreman – Jeff Moseman
- I. Zoning Officer – Michael Bingham
- J. Permits Issued
- K. Current Property Violations
- L. Solicitor – Amy Leonard
- M. Collections – Amy Leonard
- N. HARC – Debra Miller

**5. OLD BUSINESS**

Review Committee Meeting Topics: Reviewed repairs needed to Borough buildings & costs, LIMC update, Lancaster County DTF contribution for 2021, Park Equipment-list of what council would like to see there, HAFSC updates, Review Minutes, Review Payables, discuss amendment to Res. 691- giving EPB Fire dept. verbal authority to declare property uninhabitable, discuss Ground Ambulance Service Provider Agreement with Penn State Health Life Lion, Discuss Comcast Franchise Agreement, 1Q21 Financials, Executive session for legal & personnel matters

**6. NEW BUSINESS**

A. Review/Approve Financial Audit for Fiscal year 2020

Action Item

- |  |             |
|--|-------------|
| B. Review/Approve Resolution 809, Allowing the Chief Fire Officer, Chief Fire Official or Emergency Services Coordinator to declare Property in the Borough temporarily uninhabitable for safety reasons                                 | Action Item |
| C. Review/Approve Ordinance 313, to Repeal Ordinance 245, Previously Allowing Comcast to service in East Petersburg Borough  | Action Item |
| D. Review/Approve Resolution 810, Allowing East Petersburg to enter into an Agreement With Comcast contingent upon them paying \$8,000.00 and insurance certificate naming East Petersburg Borough and employees as additionally insured | Action Item |
| E. Review/Approve the Agreement with Comcast contingent upon them paying \$8,000.00 and insurance certificate naming East Petersburg Borough and employees as additionally insured   | Action Item |
| F. Review/Approve Agreement with Penn State Life Lion ground EMS services  | Action Item |
| G. Motion to Authorize Rettew to proceed with the Notice of Award to Kuharchik Construction, Inc. who submitted the lowest bid in the amount of 237,889.00, and to start the Agreement process for the signal light project              | Action Item |
| H. Review/Approve Request from Hempfield Brethren in Christ to hold a free ice cream community outreach social event at Constitution Square and possibly Jefferson Court Friday, May 21, 2021 for approximately 1 – 1.5 hours.           | Action Item |

**7. ANNOUNCEMENTS:**

May 8 – Throwing Bull Tribe Chicken BBQ at East Petersburg Park 11:00 a.m. until 2:00 p.m.  
 May 18 – Election Day – polls are open 7:00 a.m. until 8:00 p.m.  
 May 28 - East Petersburg Fire Co. fundraiser 4:00 – 9:00 p.m. There will be food vendors trucks set up behind the fire co. such as French fries and Mexican food.  
 East Petersburg Woman's Club Perennial Plant Sale – 8:00 a.m. – 7:00 p.m. held at 1619 Graystone Road – next date for this is May 8<sup>th</sup>  
 There is currently an opening for an Appeals Committee Board member.

**8. ADJOURNMENT**

### COUNCIL MEMBERS

John Wolf, President  
Debra Miller, Vice President  
Adam Gochnauer, Pro-Tem Member  
John Herr, Member  
Lauren Houck, Member  
Randy Rannels, Member  
John Schick, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

### UPCOMING MEETINGS

|                     |                |
|---------------------|----------------|
| Appeals Board       | June 10 - 7 PM |
| Planning Commission | June 17 - 7 PM |
| Zoning Hearing      | June 23 - 7 PM |
| Committee           | June 24 - 6 PM |
| Council Meeting     | July 6 - 7 PM  |

## AGENDA June 1, 2021

### CALL THE MEETING TO ORDER

### MOMENT OF SILENCE FOR THE KASPER FAMILY

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

#### 1. APPROVE May 4, 2021 BOROUGH COUNCIL MEETING MINUTES

#### 2. BILL PAYMENT REVIEW

#### 3. VISITORS / COMMENTS FROM PUBLIC

#### 4. REPORT REVIEW

- A. Police – Chief Steffen
- B. Mayor – James Malone
- C. Susquehanna Valley EMS – Adam Marden
- D. ESC / CFO – Diane Garber / John Kottmyer
- E. Fire Company – Don Schoenberger
- F. Borough Manager – Karen St. Clair
- G. Foreman – Jeff Moseman
- H. Zoning Officer – Michael Bingham
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

#### 5. OLD BUSINESS

Review Committee Meeting Topics: 6060 "draft" permanent easement, HAFSC update: no meeting in May, review minutes, review payables, Resolution 780 discuss rescinding Declaration of Disaster, yard waste agreement, ad for fog seal projects, PC-letters of interest, civics ground equipment discussion, fire co. financials, executive session for legal & personnel matters

#### 6. NEW BUSINESS

- A. Review/Approve Resolution 811, Setting fees for East Petersburg Borough, to include use of electric for Amphitheater rental Action Item
- B. Review/Approve Applications for firework displays scheduled for July 2 and September 18 submitted by Events Committee Action Item
- C. Review/Approve Resolution 812, rescinding Resolution 780, Declaration of Disaster Emergency Action Item

- |  |             |
|--|-------------|
| D. Review/Approve Resolution 813, Yard Waste Agreement with Columbia Borough                                   | Action Item |
| E. Review/Approve Resolution 814, Approving and Adopting Article of Amendment To the Articles of Incorporation | Action Item |
| F. Review Planning Commission "letters of interest"  | Action Item |
| G. Review/Approve Resolution 815, naming new member of Planning Commission                                     | Action Item |

**7. ANNOUNCEMENTS:**

Community Yard Sale is cancelled for this year.

June 5 – Community Garden "Streamside Care Workday" 2899 Graystone Road 9:00 a.m. – noon.

Volunteers are needed. Link to sign up is on borough website at the MS4 tab.

Friday, July 2 – Independence Day Celebration at East Petersburg park will include Music in the Park at 6:30 p.m. and then Movie in the Park, Sonic the Hedgehog beginning at 8:30 p.m., followed by fireworks

There is currently an opening for an Appeals Committee Board member.

**8. ADJOURNMENT**

## COUNCIL MEMBERS

John Wolf, President  
Debra Miller, Vice President  
Adam Gochnauer, Pro-Tem Member  
John Herr, Member  
Lauren Houck, Member  
Randy Rannels, Member  
John Schick, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

## UPCOMING MEETINGS

|                     |                 |
|---------------------|-----------------|
| Appeals Board       | July 8 - 7 PM   |
| Planning Commission | July 15 - 7 PM  |
| Committee           | July 22 - 6 PM  |
| Zoning Hearing      | July 28 - 7 PM  |
| Council Meeting     | August 4 - 7 PM |

## AGENDA July 6, 2021

### CALL THE MEETING TO ORDER

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

#### 1. APPROVE JUNE 1, 2021 BOROUGH COUNCIL MEETING MINUTES

#### 2. BILL PAYMENT REVIEW

#### 3. VISITORS / COMMENTS FROM PUBLIC

#### 4. REPORT REVIEW

- A. Police – Chief Steffen
- B. Mayor – James Malone
- C. Susquehanna Valley EMS – Adam Marden
- D. ESC / CFO – Diane Garber / John Kottmyer
- E. Fire Company – Don Schoenberger
- F. Borough Manager – Karen St. Clair (no report)
- G. Foreman – Jeff Moseman
- H. Zoning Officer – Michael Bingham
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

#### 5. OLD BUSINESS

Review Committee Meeting Topics: Jessica Grundza -plant tree in the park, LASA, TOA, park equipment discussion, appeals board, May committee mtg. minutes, accounts payable, Fire Co. financials, HAFSC update, executive session for legal and personnel matters

#### 6. NEW BUSINESS

- A. Review/Approve Resolution 816, Updating Board Appointments to include Joshua Roberts as Planning Commission Board member, Jeffrey Cassell as Appeals Board member, and Herman (Randy) Rannels as HAFSC Board member Action Item
- B. Review/Approve Seal Coat / Fog Seal bid from Martin Paving in the amount of \$98,121.20 upon the Solicitor & PennDOT's review and approval of all bonding Documents Action Item
- C. Review/Approve two (2) waivers for Traditions of America as presented: one was dimensional variance of slant curb and the second was for modification to the location of five (5) street trees to be placed along the trail Action Item

- |   |             |
|---|-------------|
| D. Review/Approve Traditions of America Phase 3 Final Land Development Plan conditioned on obtaining a "clean" engineering review letter from ARRO              | Action Item |
| E. Review/Approve Lancaster Bicycle Club, Covered Bridge Classic to ride through the Borough on August 15, 2021   | Action Item |
| F. Review/Approve Resolution 817, to rescind Resolution 789, which allowed for the use of the Pavilion to be included with Community Center rental during covid | Action Item |
| G. Review/Approve Resolution 818, Updated fee schedule to remove covid cleaning fee for the Community Center rentals  | Action Item |

## 7. ANNOUNCEMENTS

August 3 – National Night Out 2021 will take place at East Petersburg Community Pool beginning at 5:30 with a Community Bike Ride, all other activities will take place 6:00-8:00 p.m. and include open swim, refreshments, bounce houses, touch a truck, and stickers for kids. All activities are free of charge.

August 7 – Two Towers Jamboree Music Fest 5:00 – 10:00 p.m. (rain or shine)

## 8. ADJOURNMENT

## COUNCIL MEMBERS

John Wolf, President  
Debra Miller, Vice President  
Adam Gochnauer, Pro-Tem Member  
John Herr, Member  
Lauren Houck, Member  
Randy Rannels, Member  
John Schick, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

## UPCOMING MEETINGS

|                     |                    |
|---------------------|--------------------|
| Appeals Board       | August 12 - 7 PM   |
| Planning Commission | August 19 - 7 PM   |
| Zoning Hearing      | August 25 - 7 PM   |
| Committee           | August 26 - 6 PM   |
| Council Meeting     | September 7 - 7 PM |

## AGENDA August 4, 2021

### CALL THE MEETING TO ORDER

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

#### 1. BILL PAYMENT REVIEW

#### 2. VISITORS / COMMENTS FROM PUBLIC

#### 3. REPORT REVIEW

- A. Police – Chief Steffen
- B. Mayor – James Malone
- C. Susquehanna Valley EMS – Adam Marden
- D. ESC / CFO – Diane Garber / John Kottmyer
- E. Fire Company – Don Schoenberger
- F. Borough Manager – Karen St. Clair
- G. Foreman – Jeff Moseman
- H. Zoning Officer – Michael Bingham
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

#### 4. OLD BUSINESS

Review Committee Meeting Topics: Filter Plant Performance Evaluation, Amendments to the Sunshine Law, Account Payables, HAFSC update, 2Q21 Financials, 2022 Borough Holidays, 2022 Budget: Preliminary review for General/Water/Trash, Fire Co. Financials, Review Meeting Minutes, Misc. Manager/Foreman/Council items

#### 5. NEW BUSINESS – ACTION ITEMS

- A. Review/Approve July 6, 2021, Borough Council Meeting Minutes Action Item
- B. Review/Approve Borough Holidays for 2022 Action Item
- C. Review/Approve Municibid offer for the solar powered traffic light poles and GMC truck Action Item

#### 6. EXTRA ITEMS: ISSUES ARISING IN THE LAST 24 HOURS

#### 7. ANNOUNCEMENTS

Cancelled - Two Towers Jamboree Music Fest scheduled for August 7, has been cancelled.  
August 20 – Food Truck Frenzy at East Petersburg Fire Company

September 4 - Blues Fest 2:00 – 7:00 p.m. (rain or shine)

September 16 & 17 - Carnival in the Park - start time is 6:30 both nights.

September 18 - East Pete Day begins with a 5K Race at 8:30 a.m. - The annual East Petersburg Day Parade will follow the 5K at 10:00 a.m. and lead families, friends and neighbors to East Petersburg Community Park for an amazing day filled with live music, jugglers, rides, games, great food and a firework display to end the evening.

## **8. ADJOURNMENT**

## COUNCIL MEMBERS

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John Herr, Member  
Lauren Houck, Member  
Randy Rannels, Member  
John Schick, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

## UPCOMING MEETINGS

|                     |                     |
|---------------------|---------------------|
| Appeals Board       | September 9 - 7 PM  |
| Planning Commission | September 16 - 7 PM |
| Zoning Hearing      | September 22 - 7 PM |
| Committee           | September 23 - 6 PM |
| Council Meeting     | October 5 - 7 PM    |

## AGENDA September 7, 2021

### CALL THE MEETING TO ORDER

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

#### 1. BILL PAYMENT REVIEW

#### 2. VISITORS / COMMENTS FROM PUBLIC

#### 3. REPORT REVIEW

- A. Police – Chief Steffen
- B. Mayor – James Malone
- C. Penn State Life EMS – Adam Marden
- D. ESC / CFO – Diane Garber / John Kottmyer
- E. Fire Company – Don Schoenberger
- F. Borough Manager – Karen St. Clair
- G. Foreman – Jeff Moseman
- H. Zoning Officer – Michael Bingham
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

#### 4. OLD BUSINESS

Review Committee Meeting Topics: Presentation for 2022 street repairs, Presentation for 2022 Water meter project, new zero turn for parks, payables, HAFSC updates, Rt. 72 & Miller Rd. signal project update, Chain of Command (SOP), voting precincts of Borough district 41, review Ordinance 289 – storage containers, review Resolution 819 – Policies/Procedures for Trash & Recycling, 2022 Budget: preliminary review for Misc. funds, Misc. Manager/Foreman/Council items, Fire co. financials, Committee meeting minutes, Executive session for personnel matters

#### 5. NEW BUSINESS – ACTION ITEMS

- A. Review/Approve August 4, 2021, Borough Council Meeting Minutes Action Item
- B. Review/Approve Resolution 819, Policies/Procedures for Trash & Recycling Action Item
- C. Review/Approve Standard Operating Procedures for Chain of Command Action Item
- D. Review/Approve Resolution 820, Requesting the placement of the three (3) Voting Precincts in East Petersburg Borough within the State House district 41 in the 2021 reapportionment Action Item

- |   |             |
|---|-------------|
| E. Motion to Advertise Ordinance 314, updating POD regulations within the Borough | Action Item |
| F. Review/Approve MMO, Minimum Municipal Obligation Pension Fund for 2022         | Action Item |

**6. EXTRA ITEMS: ISSUES ARISING IN THE LAST 24 HOURS**

**7. ANNOUNCEMENTS**

September 16 & 17 - Carnival in the Park – will begin both nights at 5:15 p.m. with Food Trucks!

September 18 - East Pete Day begins with a 5K Race at 8:30 a.m. - The annual East Petersburg Day Parade will follow the 5K at 10:00 a.m. and lead families, friends, and neighbors to East Petersburg Community Park for an amazing day filled with live music, jugglers, rides, games, great food, and a firework display to end the evening.

October 2 – Pumpkin Fest will be held at the Community Center from 1:00 – 4:00 p.m. (rain or shine).  
Pumpkin decorating & hayrides.

**8. ADJOURNMENT**

**EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS**

## COUNCIL MEMBERS

John Wolf, President  
Debra Miller, Vice President  
Adam Gochnauer, Pro-Tem Member  
John Herr, Member  
Lauren Houck, Member  
Randy Rannels, Member  
John Schick, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

## UPCOMING MEETINGS

|                     |                   |
|---------------------|-------------------|
| Appeals Board       | October 14 - 7 PM |
| Planning Commission | October 21 - 7 PM |
| Zoning Hearing      | October 27 - 7 PM |
| Committee           | October 28 - 6 PM |
| Council Meeting     | November 3 - 7 PM |

## AGENDA October 5, 2021

### CALL THE MEETING TO ORDER

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

#### 1. BILL PAYMENT REVIEW

#### 2. VISITORS / COMMENTS FROM PUBLIC

#### 3. REPORT REVIEW

- A. Police – Chief Steffen
- B. Mayor – James Malone
- C. Penn State Life EMS – Adam Marden
- D. ESC / CFO – Diane Garber / John Kottmyer
- E. Fire Company – Don Schoenberger
- F. Borough Manager – Karen St. Clair
- G. Foreman – Jeff Moseman
- H. Zoning Officer – Michael Bingham
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller
- N. HAFSC: Reserve pumper discussion – John W. / Tammy Moseman

#### 4. OLD BUSINESS

Review Committee Meeting Topics: Hempfield recCenter ARPA request letter, 2021 pool season summary, pickleball discussion, playground update, accounts payable, HAFSC updates, misc. manager/foreman/council items, EP Fire Co. financials, committee meeting minutes, executive session for personnel reasons

#### 5. NEW BUSINESS

- A. Review/Approve September 7, 2021, Borough Council Meeting Minutes Action Item
- B. Review/Approve Ordinance 314, updating POD regulations within the Borough Action Item
- C. Fire police request for PTO sponsored parade at Nitrauer Elementary School Action Item

#### 6. EXTRA ITEMS: ISSUES ARISING IN THE LAST 24 HOURS

#### 7. ANNOUNCEMENTS

October 29 - Trick-or-treat will be held in the Borough from 6:00 – 8:00 p.m.

October 29 – Large Appliance/Tire Pick-up- tags are available at the Borough office; 15.00 appliance, 5.00 tire

November 2 – Election Day; polls are open 7:00 a.m. until 8:00 p.m.

**8. ADJOURNMENT**

**EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS IF NEEDED.**

**EAST PETERSBURG BOROUGH SPECIAL MEETING AGENDA**

DISCUSSION ON A FINANCIAL PLAN FOR PURCHASING CURRENT AND FUTURE APPARATUS AND EQUIPMENT NEEDS WITHIN THE FIRE SERVICE AREAS FOR EAST HEMPFIELD FIRE CO, ROHRERSTOWN FIRE CO AND EAST PETERSBURG FIRE CO.

**October 21, 2021, 6:00 P.M.**

**THIS MEETING WILL BE HELD AT COMMUNITY CENTER**

**CALL TO ORDER AT 6:00 P.M.**

**PLEDGE TO FLAG**

*Is Anyone Recording?*

**I. AGENDA ITEMS for DISCUSSION ONLY:**

A. Borough Council & EP Fire Company: Financial plan for purchasing apparatus & equipment

**II. ACTION ITEM:**

A. Review/Approve:

**III. EXTRA ITEMS:** Issues arising in the past 24 hours

**IV. ADJOURNMENT**

**III. EXECUTIVE SESSION: (Legal & Personnel matters) if necessary**

### COUNCIL MEMBERS

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Debra Miller, Vice President  
Adam Gochnauer, Pro-Tem Member  
John Herr, Member  
Lauren Houck, Member  
Randy Rannels, Member  
John Schick, Member  
James Malone, Mayor  
Staff:  
Karen St. Clair, Borough Manager  
Jeff Moseman, Foreman

### UPCOMING MEETINGS

|                     |                           |
|---------------------|---------------------------|
| Appeals Board       | November 11 - 7 PM        |
| Planning Commission | November 18 - 7 PM        |
| Zoning Hearing      | November 24 - 7 PM        |
| Committee           | No meeting in Nov. & Dec. |
| Council Meeting     | December 7 - 7 PM         |

## AGENDA November 3, 2021

### CALL THE MEETING TO ORDER

### PLEDGE TO FLAG

### IS ANYONE RECORDING THE MEETING?

#### 1. BILL PAYMENT REVIEW

#### 2. VISITORS / COMMENTS FROM PUBLIC

#### 3. REPORT REVIEW

- A. Police – Chief Steffen
- B. Mayor – James Malone
- C. Penn State Life EMS – Adam Marden
- D. ESC / CFO – Diane Garber / John Kottmyer
- E. Fire Company – Don Schoenberger
- F. Borough Manager – Karen St. Clair
- G. Foreman – Jeff Moseman
- H. Zoning Officer – Michael Bingham
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

#### 4. OLD BUSINESS

Review Committee Meeting Topics: Riparian Buffer Project, Revisions to Resolution 795 – no parking signs on S. side of Linden to be removed, EP Pool Vending Machines for 2022, 5869 Clarkson Dr. sidewalk issue, 2022 meeting dates, 2022 banner suspension dates, Accounts payable, 3Q21 Financial review, 2022 Budget, Misc. Manager/Foreman/Council items, Fire Co. financials, Committee meeting minutes

#### 5. NEW BUSINESS

- |  |             |
|--|-------------|
| A. Review/Approve October 5, 2021, Borough Council Minutes   | Action Item |
| B. Review/Approve Meeting Dates for 2022   | Action Item |
| C. Review/Approve Resolution 821, Regulating Banner Suspension across Main St.   | Action item |
| D. Motion to Approve Proposed Budget for 2022  | Action Item |
| E. Motion to Advertise Proposed Budget for 2022  | Action Item |
| F. Motion to Advertise Ordinance 315, Amending Ordinance 308 to Remove no parking signs on south side of Linden Street | Action Item |

#### 6. EXTRA ITEMS: ISSUES ARISING IN THE LAST 24 HOURS

**7. ANNOUNCEMENTS**

Cancelled - Pot Pie take out scheduled for November 6  
Borough office closed – November 25& 26  
Cancelled - Santa in the Park scheduled for December 4, 11, 18

**8. ADJOURNMENT**

**EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS IF NEEDED**