

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME: January 3, 2023 7:00 p.m.

LOCATION: Community Center 6051 Pine Street

ATTENDANCE: Council Members: Debra Miller, President
John Schick, Vice President
Adam Gochnauer, Pro Tem
John Herr
Lauren Houck
Randy Rannels
Sandra Valdez
Mayor: James Malone (Absent)
Manager: Karen St. Clair
Supervisor: Scott Liggins
Jeff Moseman

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Russell Howell, Kristin Troop, Samuel Maurer IV, Joyce & Frank Mokros, Don Schoenberger. and Josh Roberts who was recording the meeting.

Comments:

1. Kristin Troop, Chairman of the Events Committee, reported Santa in the Park event was a great success and the new times worked well. Ms. Troop said it appears the Events Committee has found a good carnival company for East Pete Days. They will be changing the date and also expanding the days. They would like Council to allow them to change the date to Tuesday, September 19 through Saturday, September 23. This new company would like to make the event bigger and have more rides in hopes of generating more community interest. The Events Committee has not talked to the fire police about this new date yet. Ms. Troop said it is not an easy task finding a carnival company, and this is their biggest concern. Ms. Troop explained last year they did not have full coverage by the fire police and had to pay the additional cost for police coverage for the East Pete Day Events. She realizes this could happen again, but they are most concerned with having a good carnival company in place this year to provide what we want in our community vs. what we had last year. It was pointed out that the East Pete Day does not have to be held the second Saturday after Labor Day. Ms. Troop said if they go with the new carnival company, the event will need to be held the third weekend in September moving forward due to this company having prior commitments. Council did not have any objections to changing the date.

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

Police Report: Report submitted to Council.
Chief Steffen was not in attendance.

Mayor's Report:
Mayor Malone was not in attendance

EMS Report: Report submitted to Council.
Adam Marden with Penn State Life Lion reported they responded to 17 calls in EPB, busiest days were Monday and Wednesday during the day. They received 15 applicants for the academy, and they picked three who they feel

will be a great addition. They have added an extra ambulance M-F stationed in EHT on Columbia Ave. that does come to calls in EPB. Although staffing is going well, they still struggle with getting EMS.

Emergency Services Coordinator Report: No report submitted.
Diane Garber was not in attendance.

Chief Fire Official Report: No report submitted.
John Kottmyer was not in attendance.

Fire Report: Report submitted to Council.
Chief Schoenberger was in attendance.

There was a total of 29 calls in December: 4 - EPB, 16 - East Hempfield, 4 - Manheim Twp., 2 - Lancaster Twp., 1- Manheim Borough, 1- Rapho Twp., 1 - W. Lampeter Twp. Total instances for 2023 were 429.
Chief Schoenberger stepped down as Fire Chief at the end of 2022 and has taken on a new role with the FD. Mr. Schoenberger said he will still be very involved. John Kottmyer will now have authority over the three fire departments.
Council thanked Chief Schoenberger for his many years of continued service.

Manager's Report: Report submitted to Council.

We were notified on 12/16/22 by the Lancaster County Clean Water Partners that we will be receiving a grant in the amount of 292,906.00 for the Meadows Bioswale.

On 12/19/22 a grant was submitted for Pine Street - this will be completed in three stages.

Still have not heard anything on the Pickleball grant.

Should have more information on the grant for the park at the next meeting.

ARLE Grant - should have information on this any day now.

Office renovations - received 2 quotes and still waiting on one more that we should receive this week.

Lemon Street project bid will be going out next Tuesday.

Department Supervisors – Jeff Moseman & Scott Liggins: Reports submitted to Council.

MS4: Sundra Drive storm pipe repair for damage that appears to be from previous sewer line installation – 40 ft. of PVC storm pipe, a storm basin top and a grate had to be replaced.

DCNR Park Grant – park improvement notes were given to ARRO, and they are now updating overview map and should have something back by next month.

Public Works: Jeff Moseman passed the CDL exam. Shocks were installed on F-150. Sweeper trailer oil leak was repaired. Maintenance shop painting. Picked up new skid loader forks to make it easier to load salt boxes – this can be a one-man job now. Gathered information for Green Light Go Grant. Salted for 2 small storm events. Trimmed up decorative grasses around the borough.

Water Dept.: Site blasting is complete at TOA and Fluid Pinpoint Service performed follow up leak survey on predetermined area as required – no leaks were found. Jeff and Scott attended Lead and Copper lecture held by DEP regarding new regulations and system inventory/category that will be required by the borough in 2024. The borough has copper piping which means it will not hit us too hard, and this is good, but the issue could be the lead fittings – the program for the new regulations will be developing over time. This will help put a plan in place to remove the lead over a series of time.

Zoning Officer Report: Report submitted to Council.
Worked on MS4, TOA, and permitting.

Property Violation Report: Report submitted to Council.
Currently have only 6 violations.

Solicitor/Collections Report: Solicitor Report submitted to Council.
Worked on Deputy Chief Fire Official Resolution to be voted on tonight.

HARC: (Hempfield Area Recreation Commission) – Debra Miller –. Registration is open for a beginner pickle ball class.

Old Business: No Committee meeting in December. Next meeting will be January 26, 2023 at 6:00 p.m.

New Business – Action Items:

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

1. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) to Appoint the following service organizations for 2023:*
 - *Solicitor – Amy Leonard, Henry & Beaver Law Firm*
 - *General Borough Engineer – Michael Bingham, ARRO Consulting, Inc.*
 - *Water Engineer – ARRO Consulting, Inc.*
 - *Auditor – Sager, Swisher & Co., LLP*
 - *Zoning Officer – Collin Fox, ARRO Consulting, Inc.*
 - *Sewage Enforcement – 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*
2. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) and carried unanimously to approve Resolution 857, to recognize the creation of the position of Deputy Chief Fire Official, designated as Deputy Chief 68, to serve alongside the Fire Chief Official and function as his designee and with his municipal authority as indicated in Ordinance 321 and to affirm the appointment of Don Schoenberger as the Deputy Chief Fire Official*
3. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) and carried unanimously, to make a change in the minutes for No. 9 under new business, giving John Schick authority, rather than RETTEW, to submit the ARLE Green Light Go Grant*

It was moved and seconded (Councilmember Gochnauer, Councilmember Houck) and carried unanimously, to approve December 6, 2022, Council Meeting Minutes with the change

4. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) and carried unanimously, to approve Resolution 855, Appointing members to NLCRPD; Adam Gochnauer as Representative and James Malone as Alternate*
5. President Miller pointed out the HARC bylaws have changed, and board members now hold a three-year term.

It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) and carried unanimously, to approve Resolution 856, Updating Appointments to Various Boards

6. *It was moved and seconded (Councilmember Rannels, Councilmember Valdez) and carried unanimously, to approve the fire police event schedule for 2023 submitted by East Petersburg Fire Dept., with event #4 – car show rain date being 5/7/23*

Josh Roberts asked if the Deputy Fire Chief position is paid or volunteer for the fire commission. Council said it is a volunteer position.

Mr. Roberts also asked who the fire commission reps are. Chief Schoenberger said right now they are essentially using the monthly chief meeting as a commission meeting. Mr. Schoenberger said they are recommending Derrick Carpenter from EP fire co. as a representative.

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

Announcements:

1. The next Borough Council meeting will be held on February 7, 2023
2. Appeals Board January 12 - 7 PM, as needed
3. Planning Commission January 19 - 7 PM, as needed
4. Zoning Hearing January 25 - 7 PM, as needed
5. Committee January 26 – 6 PM
6. Tree Chipping Event by the Boy Scouts will be held January 7, 2023 at East Petersburg Community Park, in the parking lot. Sign up at the borough office for curbside pick-up or drop your tree off the day of the event. Donations will be collected.
7. There is an open seat on the Zoning Hearing Board, if interested in filling this spot, please contact the borough office.
8. If a snow emergency is declared, it will be posted on the website and WGAL.

Adjournment: 7:41 p.m.

Executive Session for legal & personnel matters: 7:48 p.m. – 8:23 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

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

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Joyce & Frank Mokros, Samuel Maurer V, Don Schoenberger, Roger Howard, Jr., Melissa Siford, Jeff Moseman

Comments: None

Bill Payment: Reviewed by Council.

No additions to the regular bills. It was pointed out that the borough did not have any issues with the estimated PPL billing. Manager St. Clair said we are locked in at a lower fixed rate for the next three years.

Police Report: Report submitted to Council.

Chief Steffen was in attendance.

Chief Steffen reported that we are right on target for time allotment. He said they are always updating their policies as changes or new legislation are put into place. One recent change is allowing victims to give input when establishing bail. Year-end report will be submitted soon. Sgt. Burdis is meeting with municipalities regarding fleet management and buying in bulk to save money. Chief Steffen said they are recording from the beginning when they say hello until they say goodbye to increase transparency. This is also a risk management tool. These recordings are automatically received and saved to a server. There will be a policy put on the website tomorrow showing what officers need to do to be compliant.

Mayor's Report:

Mayor Malone was not in attendance.

EMS Report: Report submitted to Council.

Adam Marden with Penn State Life Lion reported they responded to 19 calls in January: Sunday, Tuesday, and Thursdays being the busiest days. Average response time: 8 minutes 25 seconds. Recently 8 students graduated from the academy. Our region has kept 3 of the graduating students and they are currently in training. Last Friday there was a multi-casualty incident (MCI); the number of patients outnumbered the responders, Life Lion transported 11 and Northwest transported 2. CPR training for municipal staff will be held this month.

Emergency Services Coordinator Report: No report submitted.

Diane Garber was not in attendance.

Chief Fire Official Report: No report submitted.
John Kottmyer was not in attendance.

Fire Report: Report submitted to Council.
Roger Howard was in attendance.

In January there was a total of 33 calls: 4-East Petersburg Borough, 20-East Hempfield Twp., 1-Lancaster Twp. 3-Lititz Borough., 4-Manheim Twp., 1-W. Hempfield Twp. It was pointed out that often times they receive calls that are cancelled enroute e.g., minor accident is one reason.

Manager's Report: Report submitted to Council.

Lemon Street bid opened on January 10 - January 26 was a pre-bid mtg. - bids close on February 24. There are 10-12 ADA ramps needed.
East Petersburg Borough hosted Lancaster County Borough Association dinner meeting and it was well attended.
Workers comp audit was held January 13.
Auditors will be in the office the week of February 13.
Manager St. Clair said she will keep everyone updated after she speaks to Officer Burdis re: fleet.

Department Supervisors – Kevin Martin: Reports submitted to Council.

Public Works:

Maintenance shop painting and organizing is continuing to create new offices.
New mower was delivered. Ordered UTV – hoping to receive by summer.
Fire house plans - footprint has been completed.
Sweeper was taken to Bortek for its winter maintenance. Sweeper letters were sent out - picked up another township.
Installed 6 new stop signs. Ordered replacement for all the others that need replaced.
Lg. tree trunk was removed at park.

MS4/Special Projects:

Cleaned up debris in the swales.
Corrected issue with French drain that was not draining.
DCNR grant was discussed, park equipment was picked, and information has been compiled for the grant.
COVID-19 ARPA Small Water and Sewer grant has been submitted and waiting on results.

WATER:

All Hydrants have been outfitted with markers that allow them to be located in snow.
Curb stop replaced on Jackson Dr.
New annual water co-op meeting for source water protection was attended to meet requirements for source water report.
2022 water allocation report was completed and submitted.
New DEP chemical feed pump was installed at the Spring.

Zoning Officer Report: Report submitted to Council.

Property Violation Report: Report submitted to Council.
Only 3 on the list.

Solicitor/Collections Report: Solicitor Report submitted to Council.
Broad St. property - needed to be condemned.

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

Old Business: Committee Meeting Topics Reviewed: Air BNB Request, DCNR Park Grant updates, Quotes/plans for office renovations, Making Pine Street one-way, How to move forward with borough office/public works bldg./6060 rental, Stormwater Ordinance, Payables, 4Q financials, Misc. items, Fire co. financials & report, October minutes, PA Classic Soccer Tournaments for 2023, Approval to move forward with office renovation plans and to approve re-imburement to EPFC, Res. 858 - signers of ARLE Grant, Res. 859 - signers of Bioswale Agreement, Executive session for legal matters.

New Business – Action Items:

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

1. *It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to Approve January 3, 2023, Council Meeting Minutes*
2. *It was moved and seconded (Councilmember Houck, Councilmember Schick) with unanimous approval by the board, to Approve Lancaster County Tax Claim Bureau Certification of uncollected Taxes*

3. Manager St. Clair said Amy Leonard, Solicitor did take a look at the wording, and it was all correct.

It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to Approve PA Classics: Soccer Tournaments for 2023

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

1. Manager St. Clair said one extra item came in today: They are only waiting on one more signature before we receive the Bioswale Meadows Project grant that we were awarded. She asked Council to make the motion to approve ARRO to move forward with the advertisement for the project when we receive the fully executed agreement. This way we do not have to wait until the end of the month or next month and ARRO can get this out to bid.

It was moved and seconded (Councilmember Rannels, Councilmember Herr) with unanimous approval by the board, to Approve ARRO Consulting to move forward with the advertising for the Bioswale Meadows Project, when the fully executed agreement is received from Lancaster County Conservation District

Announcements:

1. East Petersburg Borough will host Northern Lancaster County Regional Police Commission meeting on March 9, 2023 at 7:00 p.m. at the Community Center. All are welcome.
2. The next Borough Council meeting will be held on March 7, 2023
3. Appeals Board February 9 - 7 PM, as needed
4. Planning Commission February 16 - 7 PM, as needed
5. Zoning Hearing February 22 - 7 PM, as needed
6. Committee February 23 - 6 PM
7. There is an open seat on the Zoning Hearing Board, if interested in filling this spot, please contact the borough office.
8. Looking for someone to fill the Lancaster County Sewer Authority (LASA) – Borough Boardmember, beginning 1-1-2024.
9. If a snow emergency is declared, it will be posted on the website and WGAL.

Adjournment: 7:32 p.m.

Executive Session for legal & personnel matters: Not needed.

Respectfully Submitted,
Kim Strayer, Recording Secretary