

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 James Malone (Absent) Mayor: Manager: Supervisor:

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:

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-imbursement 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

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	March 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 John Herr Lauren Houck Randy Rannels Sandra Valdez Mayor: Manager: Supervisor:

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Samuel Maurer V, James Swarr, Jeff Moseman, Samuel Maurer IV, Don Schoenberger, Hector Valdez, Megan Shenk, Sean Creegan, Kristin Troop
James Swarr was recording the meeting.

Comments:

1. Samuel Maurer V said his property is one of the few that has to replace all of his curbing and most of his sidewalk. His quotes are coming back over 10,000.00 and he wanted to know if the borough could help out. He said his curbing is crumbling and asked if there is something the borough could do to help. John Schick said residents wanted to get their own prices in hopes of lower costs, so council agreed to this and a deadline was set, and if the work is not done then it falls under the borough's contract. It cannot be put out for bid by the borough until that deadline because we do not know what the quantity will be. Mr. Schick said the ADA ramps that the borough is responsible for have been put out for bid and amounts were received. Manager St. Clair can be contacted to find out what the bids came in at. It was pointed out that the borough's costs will most likely be 20% higher than what the residents will be able to get because the borough will have to pay prevailing wages. Mr. Maurer said he spoke with Manager St. Clair, and she told him the borough could give a 12–18-month payment plan and after that interest would be added. Mr. Schick said some of the residents are going with the same contractor to save money. Mr. Schick stated the bid that was put out for the ADA ramps is completely separate from the sidewalk replacement.
2. Jeff Moseman told residents the plans for the park are on the back table for those who are interested, and if anyone has any questions, he will be available to answer them. They are still working on finalizing costs.

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

Police Report: Report submitted to Council.

Lieutenant Kilgore was in attendance and reported the following:

Chief Stephen is retiring, and he will be stepping into that position. Each month Chief Stephen and Lieutenant Kilgore post their reports on their website.

There was an incident recently with a troubled youth in East Petersburg who stole a gun from his grandmother.

He was taken into custody without any issues and is awaiting charges and mental health counseling. The firearm was not recovered and is believed that the youth sold the gun to make money and not to harm anyone or himself. This is still an active investigation.

Their staff has successfully completed a leadership training program through the FBI Leads Program and because of this the department received the Leadership Trilogy Award. A grant was received for the training.

Working on their accreditation over the next three years.

Each month they do statistical data to track how much time patrols and detectives are spending in each of their jurisdictions. In February, they spent 35% of investigative time in East Petersburg Borough, which was a good bit of time. Patrol was right on the numbers.

Staff will be training with the Drug Task Force. The DTF has been under new leadership for the past year.

Two new officers are halfway through their training and are excellent additions.

Motor home on Rainbow has been removed.

They will have officers here this year for the Easter Egg Hunt.

Temple University Officer Christopher Fitzgerald was previously a partner of our Officer Frank while he was at Temple. Officer Frank did go to the ceremony and funeral. This was a terrible tragedy, and it is felt by all.

Two car break-ins took place in the borough, and in most of the break-in's cars are unlocked. Lt. Kilgore reminded residents to lock their car doors. Most crimes that are solved are through witnesses - unanimous tips can be sent in through the website.

Traffic details for speeding were performed in February on Graystone/Hollow, Lemon/Larch, Graystone/Sundra, Orange/Graystone. The details help them determine how to best use their resources. He said unfortunately speeding takes place almost everywhere.

Sam Maurer said that in the morning, during rush hour, when he is heading North on Graystone at Main when the light turns green, he still has to wait because people are still turning. Lt. Kilgore said most of the red lights in the Borough are PennDOT's. They did studies at Main & Graystone and so did PennDOT, and everything was functioning properly. Lt. Kilgore said enforcement is done at this intersection.

It was pointed out that vehicles are seen running the red light any time of day and especially on Fridays at the intersection of Graystone and Main.

When there is a concern about a specific intersection, Cpl. Smith puts it on his list and a detail and/or study is done. Randy Rannels said to add State & Main to the list. James Swarr said to add State & Lemon, also.

Lauren Houck said the study that was previously done at Graystone & Main was for timing and pointed out that it is difficult for officers to park there. Lt. Kilgore said it is often hard to get permission from property owners to allow them to sit on their property. Another issue is when they are running enforcement, cars tend to go slower when they see a police car, so it is hard to get an accurate assessment. Lt. Kilgore said they will definitely look into this.

Mayor's Report:

Mayor Malone was in attendance.

Tomorrow is National Woman's Day and a good time to highlight contributions that have been given by all women. Attended the Off the Street organization presentation sponsored by Lancaster United Way. The Off the Street organization gives help to the homeless.

EMS Report: Report submitted to Council.

Adam Marden with not in attendance.

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 not in attendance.

In February there was a total of 25 incidents: 16 – East Hempfield, 3 – East Petersburg Borough, 2 – Lancaster Township, 3 – Manheim Township, 1 – Rapho Township

Manager's Report: Report submitted to Council.

Councilmembers and employees completed CPR training by Penn State Life Lion.

Audit is complete – they said it was a clean audit. Audit report will be received within this month or April.

Department Supervisors – Scott Liggins: Reports submitted to Council.

MS4/Special Projects:

Last month 12 outfall inspections were completed – there are 2 left to inspect following a rain event.
Tall grasses were cut and maintenance was done on BMPs.
Clean out and removal of debris from concrete conveyance swales.
Working on several grants – Grant for pickleball court will be submitted.

Public Works:

Firehouse plan design meetings.
Mower servicing completed.
Stump grinder rented and 15 stumps taken care of.

WATER:

The water testing was completed.
Water and PW Dept. met with Doli Construction for finalization of the water main project. There are some paving restorations that need to be taken care of and they should be completed by April 12th.
There was a pump and motor failure at Koser Road Spring. The pump was smoking and had to be shut down and the decision was made to shut this pump off. The pumps are 40 years old and in Oct. 2022, someone came in and gave a quote, but they have been terribly busy. Kohl Brothers gave a quote for different options. If we do stock rebuild, the motor will have to be replaced. Mr. Liggins said they would like to replace both pumps beginning with the pump that is shut down. The new pumps can pump more water than the old pumps. Running only one of the new pumps would get the job done, and the second pump would be kept as the backup. The estimated price per pump is 82,000.00 – 87,000.00. Manager St. Clair said this was not budgeted for, but there is money in the water reserves to fund this. Sandra Valdez asked if they will be getting another quote. Scott Liggins said they are very limited because not a lot of people do this type of work. He said we have been working with this company for a long time and they have rebuilt motors for us in the past. Randy Rannels asked how much it would cost to rebuild the motor? Mr. Liggins said it would cost 48,000.00 to rebuild the motor, but that would put us back to where we started. The 48,000.00 rebuilt will get us 90 gallons a minute; running 2 will get us 180 gallons per minute. The new pump installation will get us 230 gallons per minute. What we do now with two pumps, we could do with one pump. This would save us on electricity, and we would have a back-up if we needed it. Mr. Liggins said we do not have a time frame yet, and these are just estimates. Council asked Mr. Liggins to get the exact price and timing, and also check with co-stars and bring this information to the March 23rd meeting.

Zoning Officer Report: Report submitted to Council.

Worked on TOA, Community Park Grant, Bioswale Grant, and other various grants. A few permits have been issued for Lemon St. sidewalk/curbing replacement project with no fee.

Property Violation Report: Report submitted to Council.

Down to a handful. Line item 1 will be going into court on the 31st of this month.

Solicitor/Collections Report: Solicitor Report submitted to Council.

Worked on Stormwater Ordinance, backyard hens, and some other misc. items.
One of the collection accounts has been paid in full.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Board of Directors voted to hold bi-monthly meetings. During heavy rains last New Years Eve a roof drain gave way on a flat roof and water came into the turf room and caused a lot of damage. This has been cleaned up and the insurance company was involved.

Old Business: Committee Meeting Topics Reviewed: Cortney Pokrop proposed a change in the ordinance for backyard hens, Events committee update, Makers Market event at the park, Borough office sign for new location, General fund surplus, Update on pool season, Accounts payable, Misc. items, Fire co. financials review, January Committee meeting minutes

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 Valdez, Councilmember Houck) with unanimous approval by the board, to approve February 7, 2023, Council Meeting Minutes*
2. *It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to approve Ordinance 323, Stormwater Management*
3. *It was moved and seconded (Councilmember Valdez, Councilmember Gochnauer) with unanimous approval by the board, to approve Resolution 860, Authorizing ARRO Consulting, Inc. to submit the application for the Greenways, Trails, and Recreation Program Grant for the Pickleball Court project*
4. Manager St. Clair said that this resolution is to transfer funds that were budgeted for projects from 2020 and 2021 that did not get done due to the pandemic, and to now move these funds from general to general reserve funds

It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve Resolution 862, Authorizing Manager St. Clair to transfer funds from general funds to general reserve funds

5. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve 863, Appointing Larry Prescott to Lancaster Inter-Municipal Committee (LIMC) for Uniform Construction Code (UCC) Board of Appeals*
6. HARC's 10-year Anniversary event will now be open to the public for three days over Memorial Day weekend. Members who attend will be given tickets for giveaways.

It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve HARC's 10-year Anniversary pool events for Memorial Day weekend to include: balloons, obstacle course, prizes, free classes, food trucks, and free refreshments

7. Megan Shenk with Makers Market said she will meet with EMS at the Emergency Services meeting tomorrow night to put together an Emergency Management Plan for the event.

It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval by the board, to approve Makers Market Event at East Petersburg Park on June 10th with 100 plus vendors and some food trucks contingent upon emergency plan approved by EMS Services

8. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve additional Music in the Park dates: July 15 and August 5*
9. *It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval by the board, to approve a fenced-in beer garden with PA RAMP certified people at the events on August 5 and September 2*
10. Adam Gochnauer said the contract with the events committee does not allow liquor, it only allows for a beer and wine garden within an enclosed area with PA RAMP certified people. There is now a vendor who would like to sell liquor, not beer or wine, without the proper space or people to regulate this. Randy Rannels said we have not received a good plan of how this will be controlled, and the park rules do not allow alcohol at the park.

It was moved and seconded (Councilmember Schick, Councilmember Rannels) and carried unanimously, to deny approval for the distillery tent to sell and give out samples at the Car Show on May 6, 2023

- 11. It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval by the board, to approve awarding the lowest bidder, Affordable Paving and Excavating for the Lemon Street ADA ramp project in the amount of \$102,605.46, pending review of all documents by solicitor and borough engineer*
- 12. It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval by the board, to approve Traditions of America Phase 3 Escrow Release Request in the amount of \$123,784.74 for site improvements*
- 13. It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval by the board, to approve Traditions of America Phase 3 Escrow Release Request in the amount of \$62,898.00 for water improvements*
- 14. It was moved and seconded (Councilmember Valdez, Councilmember Houck) with unanimous approval by the board, to approve awarding Kinsley Construction, the lowest bidder for the Bioswale Project, pending review of all documents by the solicitor and borough engineer*

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

Announcements:

1. East Petersburg Borough will host the 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 April 4, 2023
3. Appeals Board March 9 - 7 PM, as needed
4. Planning Commission March 16 - 7 PM, as needed
5. Zoning Hearing March 22 - 7 PM, as needed
6. Committee March 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.

Adjournment: 8:02 p.m.

Executive Session for legal & personnel matters: Not needed.

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	April 4, 2023	7:02 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 James Malone Mayor: Manager: Supervisor:

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Samuel Maurer IV, Pat Sherrard, Tammy Moseman, Sharon Pettit, James Swarr, Roger Howard, Cortney Pokrop, Nalalia Latsios, Jen Hinton, Erik Mause, Don Shoenberger, Breann Rehm, Doug & Lynn Kann, Dave Gantz, Alyssa Duffy, Derek Duffy, Lynne Morrison, Rafael Santiago, Kristen Santiago, Russ Howell, Frank & Joyce Mokros, Joshua Nash
James Swarr was recording the meeting.

Comments:

1. Dave Gantz asked what East Petersburg Borough is doing about pedestrian/ bicycle safety. He is new to the area and an avid bike rider. He lives on Cherry Street and pointed out there are no crosswalks across Main Street to allow him a safe way to get to the park. He pointed out crossing Graystone and Main is very dangerous and there isn't a crosswalk for anyone who lives South of State Street to allow residents to get to the park safely. He hopes this is something that is being worked on and he would be happy to assist if needed. He said today a neighbor knocked on his door while they were on the phone with the police to ask if he had a video of the truck that went through Cherry and Orange Street and almost hit their children.

John Herr said he would like to see more signage and white lines to allow for safely crossing Main Street to the park. He pointed out that almost every meeting has somebody from one block, or another concerned about safety.

Mr. Gantz said it looks like they have been surveying at the intersection of Graystone and Main Street. Manager St. Clair said they are currently in the design stage for upgrades at the intersection of Graystone and Main Street and pointed out this is a PennDOT intersection. John Schick said when it is finished there will be signal light upgrades with pedestrian handman signals, push buttons, ADA ramps, and crosswalks across the intersection. John Schick said he doesn't think there is anything more they can add. The intersection at Main and State was recently upgraded with all updated pedestrian facilities. We just received 2 grants; one for the light at Burger King and the other for Miller Road to update with push button countdown hand man signs and a cross walk. PennDOT has to approve all of this. There were sidewalks installed all along Main Street to the borough line in efforts to keep pedestrians safe. Lemon and State will be the next and last signal light / intersection upgrade and we will most likely pursue a grant for this. The intersections will also have radar detection that will pick up the cyclist, whereas loop detection does not.

2. Lynne Morrison said she was at a recent meeting with concerns about the landscaping behind her property on Northfield Drive. She feels that the rocks they have put there do not belong in a residential area, and it is very different than the natural setting. She asked how they would be able to deal with the overgrowth now that the rocks have been installed. Jeff Moseman said they trimmed trees, removed stumps and debris, laid weed block fabric, and then put down the rocks. He said they will now be able to maintain this area by mowing to the border and spraying any other overgrowth.
3. A resident from Olde Meadow Ct. did not want to give her name or address. She said they had kids bang on their door at 1:00 a.m. in the morning on 2/11. Another occurrence on a different night at 6:30 p.m. kids kicked siding in at their house. Sgt. Smith came out and said he would give them a report. They had Gary Spangenberg contact the officer's superior and still they have not received the report or heard from them. She also asked if cars that are not inspected can sit on the island at Old Meadow Ct. She said there are 3 of them and they have been sitting there for months. She has not reported the car because she does not want her neighbors to get upset with her. She was told to contact the police again about the report. She was also told to call the non-emergency number, report the cars to the police, and ask them to keep her information anonymous.
4. Samuel Maurer said there is a 20' x 10' trailer parked on Hershey and Pine Street. Sam Maurer said he spoke with the owner and found out he is off work for a few months. Mr. Maurer asked if this vehicle is allowed to be parked there. Manager St. Clair said she will be look into this.

Action Item: Motion to amend the zoning ordinance regarding livestock and poultry: raising of backyard hens.

It was decided to move the action item relating to backyard hens ahead on the agenda due to some residents being in attendance for only this matter and to not have them wait until the end.

Randy Rannels said that the cost to amend the ordinance to allow for chickens would be anywhere from \$15,000 – \$20,000 and then additional costs for enforcement. He pointed out that the overall community would be paying for what a small group of residents want. Mr. Schick said cost is a major factor because there would be ongoing enforcement needed. Mr. Schick spoke with other municipalities, and they are receiving complaints and enforcement is needed. Cortney Pokrop asked if this could be held onto until there are more items requiring updates in the ordinance. Debra Miller pointed out that with this ordinance it is written in stone. Mr. Schick said that having chickens is allowed if you have 5 acres or more, or by special exception through the zoning hearing board. John Herr said if we don't do anything with this, it will just stay the same.

Debra Miller asked for a motion to amend the ordinance as it relates to backyard hens three separate times, and it was not given, therefore it is a dead issue.

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

Police Report: Report submitted to Council.
Lieutenant Kilgore was not in attendance.

John Schick said he saw that Ephrata Borough is interested in joining into the regional police. He asked how this will impact us. Manager St. Clair said there is nothing available to share on this at this time.

Mayor's Report: Mayor Malone was in attendance.
Mayor Malone attended Lancaster County Mayor's Association, and they discussed Lancaster County Mental Health Services and funding with relevant parties. Attended PA State Mayor's Association meeting and there was more discussion on the conference being held in Lancaster City. He also attended NNO planning meeting. Reviewed ISO report. Pointed out that it was National Farm Worker Day and thanked them for what they do.

EMS Report: Report was submitted to Council.
Adam Marden reported they responded to 26 calls in March with Thursday being the busiest day and nighttime being the busiest time. Response time average was 9 minutes 7 seconds. Next academy starts the 24th for our

region, but we will not need to have anyone in this class. Staffing is going well. They will have an ambulance at the Easter Egg hunt.

Fire Report: Roger Howard reported that in March there were 42 incidents: 23 – East Hempfield Township, 5 – East Petersburg Borough, 1 – Lancaster Township, 1- Lancaster City, 1 – Lititz Township, 3 – Manheim Borough, 4 – Manheim Township, 2 – Penn Township, 1 – Rapho Township, 1 – West Hempfield
Adam Gochbauer asked if someone from the EP Fire Department can report on what is happening with the Fire Commission at the EP Council meetings. Don Schoenberger said they have not started the fire commission meetings because John Kottmyer was out sick for 2 ½ months and they only had one meeting since he has been back. The chief meetings have been taking the place of the fire commission meetings. Roger Howard said he did not make it to the last meeting because he was at a CPR class. The chiefs of each department and Chief Kottmyer are attending chief meetings. Roger Howard said they do have a representative that will attend the fire commission meetings when they start back up again. Don Schoenberger said he will reach out to John Kottmyer and Diane Garber.

Emergency Services Coordinator Report: No report was given.

Diane Garber was not in attendance.

Tammy Moseman said this is several times now that she has not submitted reports. Manager St. Clair said that Diane Garber was off for a couple of months, so we would not receive reports for those months.

Chief Fire Official Report: No report was given.

John Kottmyer was not in attendance.

Manager's Report:

Received liquid fuels funds for 2023 in the amount of 127,000.00 and 1,500.00 for turnback.

Visited Northfield Drive along with Kevin Martin to look at the area with the rocks. Photos were provided of this area.

Spoke with Lt. Kilgore and Chief Steffen regarding Drug Task Force and they are both supportive of the contributions.

Met with Jeff Book and Adam Aloisi and they would like to open up the snack bar again. During Covid they tried to have food trucks, but they did not show up consistently. They would like to offer finger food and snacks. Members would still be allowed to bring their own food. It was pointed out that when they did have the snack bar in past, trash was a source of attraction for yellow jackets. Council said they would like Jeff Book to come to a meeting and give them more information on this.

Department Supervisors – Jeff Moseman:

Water: Koser Road Spring: Pumps have been ordered, working on obtaining the permit from DEP for this. Hydrant was hit again at Miller Rd. and Main Street, this time by a car carrier. Working on a solution for this hydrant; possibly moving it back so it doesn't get hit so often.

Working on Lead & Copper inventory survey - finished Constitution Square, next will be Trout Run Development. Working with contractor for pricing on curb stop & curb box repair and replacement on Pine Street between State and Hershey.

Public Works: 2 new skid loader tires were installed, sweeper repairs completed, truck inventory completed, snow/salt equipment taken off and cleaned up & put away, trucks are ready for summer, 15 new stop signs were installed in March, continuing street sweeping, cleaned up Hollow Drive swale with the utility broom, maintenance line painting in parking lot, Kevin and Jeff attended pesticide classes, UTV has arrived and has been used in wet grassy areas without causing damage to grass/ground, Northfield Drive work to clear out overgrowth on bicycle trail and install rocks is complete.

MS4/Special Projects:

Mr. Moseman reminded residents to be mindful and not blow grass into the street when mowing. Grass in the street can end up in the storm basins. This is considered an illicit discharge.

There were 3 MS4 violations in March:

- (1) Grease was being dumped in the storm basin of a parking lot. The owner/renters were notified, and this has been remedied. JG Environmental cleaned out the storm basin at Village Commons.
- (2) Contractor deposited fluid onto roadway that runs into a storm basin. The company was notified, and this has

been remedied.

(3) Softener beads were found in a storm water structure. The homeowner was notified, and this has been remedied.

Bioswale Meadows Project: Awaiting document execution at 4/4 meeting.

DCNR Grant: Final grant was submitted on 3/31.

DCED Pickleball Grant: Application not due until May.

Water & Sewer Grant: In waiting.

Firehouse: Asbestos testing came back negative.

Zoning Officer Report: Report submitted to Council.
Sidewalk & curb replacement has started on Lemon Street.

Property Violation Report: Report submitted to Council.
Only 4 non-compliant properties.

Solicitor/Collections Report: Solicitor Report submitted to Council.
Line item 12 – notice was sent out.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Applications are being accepted for summer camp and summer playground. Pool Memberships are available at a discounted rate until April 28.

Old Business: Committee Meeting Topics Reviewed: Backyard hens, Playground/Park Restroom upgrades, Pine Street update, New office sign quotes, Property information for 6040/6050/6060 Main Street, Account Payables, Misc. items, Fire co. financials-review only, February Committee mtg. minutes, Final costs for park/trail upgrades for the DCNR grant, Resolution 861-Authorizing ARRO Consulting to submit the application for the DCNR grant, Replacement of two pumps at the Spring.

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 Valdez, Councilmember Schick) with unanimous approval by the board, to approve March 7, 2023, Council Meeting Minutes***
- 2. It was moved and seconded (Councilmember Rannels, Councilmember Herr) with unanimous approval by the board, to approve Resolution 864, Appointing James Swarr to Zoning Hearing Board***
- 3. It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval by the board, to approve Makers Market Event at East Petersburg Park with 100 vendors and some food trucks, contingent upon Manager St. Clair receiving the emergency plan approval by EMS Services from Diane Garber – date change to August 26, 2023***

Manager St. Clair said that Diane Garber was unable to add Makers Market to the agenda in March and that is why they had to move their original date.
- 4. It was moved and seconded (Councilmember Rannels, Councilmember Gochnauer) with unanimous approval by the board, to approve Resolution 865, Additional banner suspension dates for 2023***
- 5. It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve Skladany Valuation Agreement in the amount of 5,000.00 to provide the appraisal report for the properties of 6040/6050/6060 Main Street***

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

Announcements:

1. The next Borough Council meeting will be held on May 2, 2023
2. Appeals Board April 13 - 7 PM, as needed
3. Planning Commission April 20 - 7 PM, as needed
4. Zoning Hearing April 26 - 7 PM, as needed
5. Committee April 27 - 6 PM
6. The Annual Easter Egg Hunt will take place at East Petersburg Park on Saturday, April 8, beginning at 10:00 a.m. sharp. Egg Hunt for children with special needs will be held on Friday, April 7, at 7:00 p.m. – e-mail the name of the child & their helper to EPSpecialNeedsHunt@gmail.com
7. Large appliance and tire pick-up will be held April 28 – sign up and tags are required: lg. appliance tag – 15.00; tire tag – 5.00.
8. Looking for someone to fill the Lancaster County Sewer Authority (LASA) – Borough Boardmember, beginning 1-1-2024.
9. The office will be closed this Friday April 7 – Good Friday.
10. Free Compost Workshop by Penn State Extension will be held on April 29, from 10:00 a.m. – 12:00 p.m. at the Community Center. Contact the Borough office to sign up.

Adjournment: 8:05 p.m.

Executive Session for legal & personnel matters: In: 8:09 p.m. Out: 8:41 p.m.

Regular Session back in: 8:41 p.m.

It was moved and seconded (Councilmember Gochnauer / Councilmember Valdez) to approve the new office renovation cost of 338,800.00 and to approve the re-imbursement to East Petersburg Fire Company as per the lease agreement, and in accordance with the proposal submitted on 3/31/2023.

Regular Session Adjournment: 8:43 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME: May 2, 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
Mayor: James Malone (Absent)
Assistant Treasurer: Jennifer Guzejko
Supervisor: Kevin Martin

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Samuel Maurer IV, James Swarr, Josh Roberts, Don Schoenberger, Roger Howard Jr., Russ Howell, and Jeff Moseman
Josh Roberts and James Swarr were both recording the meeting.

Comments:

1. James Swarr - said Miller Pipeline started doing work near his property on Carpenter Street last week and has kept large equipment parked on the street since Thursday. Some of these vehicles were parked in front of resident's properties and next to driveways. He called the zoning officer today and was told the police cover this type of violation. Mr. Swarr reported this to the police, and the officer did come out and called the company to ask them to move the equipment off the road.
Mr. Swarr asked if there is a procedure or if anyone is checking on work sites in the borough. It was pointed out that PA1 calls do come in prior to work beginning, but we do not always know the exact date they will begin because they are only required to give a window of time. They are also required to let us know if they are going to close the road. In some cases, the borough has given permission to contractors to keep equipment in the lot at the park when equipment needs to be stored in the borough.
Lauren Houck pointed out that this can be a public safety issue. Sandra Valdez asked if anyone on staff went out to check on this after Mr. Swarr called the office. Jeff Moseman said he did go out, but it was not blocking the roadway and he did not see that it was overwhelmingly dangerous. Mr. Swarr said it might be good for a policy to be put in place for public works to check on these work sites. Mr. Martin said UGI hires contractors to do a lot of their work and not all of these companies call us to let us know when they are coming. It was suggested that a letter be sent with the permit to let permittee know that construction vehicles/equipment cannot be parked overnight on the roadways. Another idea was to call UGI and find out when the contractor will be out, and we can go out and talk to them about it.
Mr. Swarr said someone was recently made to take down a bball hoop and feels this is not that different. Mr. Schick said this could fall under oversized vehicles which are allowed to be parked on the street for a certain period of time. Mr. Schick said he thinks it would be a good idea for Public Works to make a call to contractors to let them know they cannot leave the vehicles parked there. Kevin Martin and Jeff Moseman will get together with Manager St. Clair about this when she returns from vacation.
2. Samuel Maurer IV - said the trailer is still parked on Hershey Avenue. Lt. Kilgore will follow up on this.

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

Police Report: Report submitted to Council.

Lieutenant Kilgore was in attendance and gave an overview of 2022. The annual report is on their website. NLCRPD serves four municipalities and is one of the largest growing communities. They currently serve 45,000 people. Last year officers handled 22,000 service calls. They are the third largest in call volume and handled the most calls per officer in the county. Call volume has risen 44% in the last 12 years, and they continue to get busier.

Each officer wears body cameras which means almost every call the officers go to is recorded. The body cameras capture the truth, which is beneficial to the officers when they get a complaint on conduct. Drones are available to municipal partners and have been used for missing people and even missing dogs.

They started with guardian tracking system to keep track of officer's performance, good and bad. They just began a new recruitment program. It is difficult to find officers because it is a hard profession. Recently, an officer resigned, and Chief Steffen retires in August. The guardian tracking system can be helpful when hiring. They have one new officer starting in June, another in Fall and another in January 2024. They still have two officers at the auction.

The department has several groups to deal with specific issues. They have a traffic unit to handle traffic issues. He was informed about the traffic issues on Main Street at the traffic lights; many details were run on Main Street for this reason.

Two officers trained with DTF. The training was very successful and led to recent drug-related arrests.

Two officers just finished the traffic reconstruction certification, and they are members of the crash unit for the county. The major crime task force can respond to help solve crimes.

NLCRPD is a leadership-based agency. They partner with FBI and FBI-LEEDA. Lt. Kilgore is a member of the FBI National Academy, and has reached out to them, and they will now be hosting a certification program. He explained when they host the program they can charge for it, and the money can go back into the program. They received over 5,000.00 in scholarship money over the last 2 years for these programs.

Lt. Kilgore led the budget process last year and will lead the process again this year.

In the last couple of years, they have received over a million dollars in grants. Recently they received 60,000.00 in grant money for virtual reality training. This is something new that allows them to do training through technology.

They received notification they will be receiving a 300,000.00 grant for radio technology.

With East Petersburg hopefully coming on as a regional partner this year, they are working with the solicitor to make sure everything is ready to go for Jan. 1, 2024.

They switched to hybrid fleet four years ago and the savings have been great. Last year alone they saved 60,000.00. They are renewing the lease program and will get the new fleet at the end of this year.

The policies are online and are updated frequently.

Crime watch on their website has been updated to allow community members to communicate with them, and to allow for sharing information with the communities they serve.

It is a priority of Lt. Kilgore's to keep the level of professionalism at a higher standard as it is now. He hopes to continue to have good working relationships with the managers, staff, and the community.

Mayor's Report: Mayor Malone was not in attendance.

EMS Report: Report was submitted to Council.
Adam Marden was not in attendance.

Emergency Services Coordinator Report: Report was submitted to council.
Diane Garber was not in attendance.

Chief Fire Official Report: Report was submitted to council.
John Koltmyer was not in attendance.

Fire Report: Roger Howard reported that in March there were 39 incidents: 18 – East Hempfield Township, 12 – East Petersburg Borough, 6 – Manheim Township, 2 – Manheim, 1 - Lancaster Township.

Manager's Report: Report was submitted to Council.

Jennifer Guzejko highlighted items from Manager St. Clair's report:

Working with Managers of Clay, Warwick, and Penn Township on the collective bargaining agreements.

Current police contract ends 12/31/23.

East Petersburg Fire Co. and Professional Designs submitted paperwork to get permits for office renovation project.

Capital Blue Cross claims for last year resulted in a credit of over 2,000.00. We will receive 50% of the surplus and it will go to the group premium.

Manager St. Clair, Mayor Malone and Jennifer Guzejko received CPR training.

Looking for 3 more volunteers for NNO on August 1st to setup and cleanup – Contact Manager St. Clair if interested.

Now hiring for a position in the Water Department – interested applicants should apply at the borough office.

Department Supervisors – Kevin Martin:

Water:

Lemon Street Water Main Project: Doli Construction did final paving restoration. They needed to be called back to redo some of the work and it has now been approved by borough staff.

Spring pump replacement – Construction permit application was prepared by ARRO engineering and sent out to DEP.

DEP made a surprise inspection on 4/25/23 and no violations were found. The full report has not yet been received.

Two new 4-inch water meters/strainers and radio readers were installed in the meter vault feeding Kenilworth Court.

MS4/Special Projects:

East Petersburg Borough and Little Conestoga Watershed Alliance will hold a Spring Maintenance Day at the Nitrate Plant Raingarden on May 20, 2023, 8:00 a.m. – 12:00 p.m. This is a public volunteer event for residents to come and learn how to maintain and care for a raingarden.

Borough staff found an oil trail along Graystone Rd., and it was tracked to a Kreider vehicle that blew a hose and leaked oil onto the roadway. Borough staff monitored and worked with the contractor during cleanup.

Multiple grass violations found – education given to property owners.

Bioswale Meadow project was awarded to Kinsley and their sister company, Aquatic Resource Restoration, will be doing the work.

DCNR park grant was submitted – will not know results until late 2023 or early 2024.

Pickleball grant information was reviewed and updated and given to ARRO for the grant application.

Tennis Court issues are being addressed.

Getting prices for temporary pickleball in the old volleyball court and at the main park.

Public Works

Plans were submitted for new offices at fire house.

Removed pool cover and drained water to prepare for upcoming season.

Stop signs in district 1 have all been replaced with new ones.

Attended Penn Dot meeting for road maintenance, liquid fuels, and grant writing.

Street Sweeping for contracted accounts all over the county.

Spring mowing and mulching has begun.

Stone has been completed on second section of Northfield; only one more section left to do. They were approached by someone walking their dog in this area and she said the trail is much better now with the stone buffer because it will keep the trail clear from overgrowth.

Zoning Officer Report: Report submitted to Council.

Property Violation Report: Report submitted to Council.

Solicitor/Collections Report: Report submitted to Council.

HARC: (Hempfield Area Recreation Commission) – Debra Miller - HARC is working on a strategic plan.

Debra Miller reported the compost workshop held at the community center was a success.

Old Business: EP pool snack bar, basketball hoop in ROW, Bio-swale project, 6060 easement, 6040/6050/6060 appraisals & auctioneers, moving quotes, ARLE grant project 72/Miller & 72/Enterprise, revise employment policies, 1Q23 review, account payables, misc. items, fire co. financial review, April committee meeting minutes, Rettew to perform traffic engineering services for ARLE grant, and final payment to Doli Construction for the Lemon Street water main replacement project.

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 Valdez, Councilmember Herr) with unanimous approval by the board, to approve April 4, 2023, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to approve 6060 Main Street Stormwater Permanent Easement, to allow the Borough to maintain the stormwater facilities.*
3. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve Charles Groff and Sons Inc. estimated cost of services 2,281.24 for moving office equipment to the new office location.*
4. *It was moved and seconded (Councilmember Rannels, Councilmember Houck) with unanimous approval by the board, to approve the amendments to the Standard Operating Procedures and Hours of Operation policies.*
5. *It was moved and seconded (Councilmember Rannels, Councilmember Schick) with unanimous approval by the board, to approve the request from the Hempfield Church of the Brethren to hold an ice-cream social at Constitution Square on Friday, May 19, from 6:00 p.m. – 7:30 p.m. under the condition the borough be named as an additional insured.*

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

PPL is asking for a right of way to install an anchor guy at the Commons on Main Street. This is to support the telephone pole. This right of way will most likely be recorded.

1. *It was moved and seconded (Councilmember Schick, Councilmember Valdez) with unanimous approval by the board, to grant the right of way to PPL for the installation of a guy wire/ overhead and anchor head facility.*

Announcements:

1. The next Borough Council meeting will be held on June 6, 2023
2. Appeals Board May 11 - 7 PM, as needed
3. Planning Commission May 18 - 7 PM
4. Zoning Hearing May 24 - 7 PM
5. Committee May 25 - 6 PM
6. Looking for someone to fill the Lancaster County Sewer Authority (LASA) – Borough Boardmember, beginning 1-1-2024.

Adjournment: 7:59 p.m.

Executive Session for legal & personnel matters: None

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	June 6, 2023	7:00 p.m.
LOCATION:	Community Center	6051 Pine Street
ATTENDANCE:	Council Members:	Debra Miller, President John Schick, Vice President Adam Gochbauer, Pro Tem (Absent) John Herr Lauren Houck (Absent) Randy Rannels Sandra Valdez (Absent) Mayor: Borough Manager: Supervisor:

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Diane Garber, Roger Howard, Jr., Josh Roberts, James Swarr, Joyce Mokros
Josh Roberts and James Swarr were both recording the meeting.

Comments: None

Josh Roberts asked what happened with the vendor looking to use the concession space at the pool. Debra Miller said it was approved and HARC will be using the third-party vendor. They are working on getting set up and will open in the next week or two. Randy Rannels said the agreement was with HARC not the borough and there was a Certificate of Insurance received naming the borough as additional insured.

Bill Payment: Reviewed by Council.

No additions to the regular bills. One correction, a check made payable to James Malone will be voided out and will be re-issued to PA Mayor's Association.

Police Report: Report submitted to Council.

Mayor Malone said we are remaining within our targeted percentages. Traffic warning and citations have increased.

Mayor Malone:

Attended PA Mayor's Association executive board meeting on May 6 and June 3, Lancaster Library on May 10, Lancaster Chamber Dinner on May 25, and also attended the Community Yard Sale. He plans to attend the Mayors Conference held on July 20-23, if anyone is interested in attending, they can let him know.

Emergency Medical Service: Report submitted to Council.

Adam Marden with Penn State Life Lion reported they responded to 27 calls last month; busiest day was Wednesday. Calls answered by Life Lion were cut in half due to Manheim Township Association moving their ambulance from the airport to the Neffsville Fire station. If it is a class 1 call the closest paramedic will go to the call. Manheim Tsp. will handle most of Rt. 72-East calls for class 1.

Emergency Services Coordinator: Report submitted to Council.

Diane Garber pointed out the following:

On Jun12 from 8-10 p.m. Lancaster Road will be closed at Graystone Road for NLCRPD to do some additional

preparation for the trial for the fatal accident at this intersection. The DA's office has requested further recreation of the incident. Fire police will be directing traffic. If it rains, it will happen on June 13.

Attended EP junior achievement as a community leader.

Encouraged everyone to attend the new library location downtown.

There has been a Red flag warning issued due to the drought and weather conditions. Tomorrow Lancaster County Commissioner are going to meet to vote on a resolution to put a burn ban into affect. If it passes it will go into effect Friday June, 9 and remain in effect for 30 days. We are currently 4 inches short on rain and there is a lot of potential for fire to spread. The open burn ban does not prevent the upcoming fire work displays.

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

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

There were 39 calls in May: 7 in East Petersburg Borough, 22 in East Hempfield Township, 2 in Lancaster Township, 1 in Landisville, 2 in Lititz, 4 in Manheim, 1 in Warwick Township

Borough Manager: Report submitted to Council.

Manager St. Clair pointed out the following from the report:

Working with the Managers of Clay, Penn & Warwick Township in collective bargaining agreements. Our police contract ends 12/31/2023.

Met with NLCRPD, Steve Sawyer of Ephrata twp. and the charter members (Clay, Penn & Warwick) on discussions for EPB joining the charter. More information will come from the upcoming meeting held at the end of June.

At the last meeting it was asked if listing a reserve amount limits the number of people bidding? The auctioneers said it could, but he hasn't seen it. He recommends a reserve be listed for all three properties. Reserve is kept confidential between him and the borough.

Asked Council to give approval to move forward with Randal Kline Auctioneer and will need to discuss further the reserve amount. Looking at auction date of October 14.

Would like to remove COVID tab from boroughs website now that CDC has ended the federal covid declaration.

Still need volunteers for NNO on August 1. Call the office if interested.

2024 Budget preparation has begun.

Water Department:

CCR was completed and approved by DEP and made available to customers.

Lead and copper certifications were sent out to all of the participants.

TOA and Able Construction performed an exploratory excavation on Cottage Ave. for the final tie-in to our water system.

MS4 and Special Projects

MS4 staff and Little Conestoga Watershed Alliance held a maintenance day at the nitrate plant rain garden. There were 10 volunteers, and 12 bags of weeds were removed.

Annual BMP inspections were performed.

COVID 19 ARPA PA Small Water & Sewer grant was submitted for Pine Street Water line.

Public Works: Report submitted to Council.

Prep for car show event.

Minor sweeper repairs after a long busy sweeping season.

Fog seal road assessment for 2023.

Zoning Officer Report: Report submitted to Council.

A lot of permits were issued for Lemon Street sidewalk/curb replacement project - fees have been waived for this project.

Property Violation Report: Report submitted to Council.
Mostly high grass and rubbish.

Solicitor/Collections Report: Report submitted to Council.
Worked on Short-term rental ordinances. This will be discussed further at the next committee meeting.
John Herr said the city of Lancaster has updated their ordinances for short-term rental and they have added a bed-sit which is renting a room and asked if we could ask Amy Leonard to consider this. John Schick pointed out that this might fall under boarding houses and also pointed out that these facilities will need water sprinklers.
Randy Rannels said that Lancaster is only allowing short term (30 days or less) rentals in commercial zones.
Michael Bingham will be at the next meeting to address the zoning aspect of the ordinance

HARC: (Hempfield Area Recreation Commission) – Debra Miller – The pool opened Memorial Day weekend.
There were 227 people in attendance on Memorial Day alone. There were 332 memberships sold – 63 were to non-residents.

Old Business:
Review of Committee Meeting Topics: Jeff Moseman - MS4 presentation, HARC's Concession stand agreement with 3rd party, Airbnb discussion, 6040/6050/6060 building Auctioneer services, Records retention & disposition, Lancaster Bicycle Club - Covered Bridge Classic Ride, TE 160 application for 72/Miller and 72/Enterprise, Account payables 5/25/23, Misc. Items, Fire Co. financials, and April Committee minutes.

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 Herr) with unanimous approval by the board, to approve May 2, 2023, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to approve Resolution 866, Declaring intent to Follow the Schedules and Procedures for Disposition of Records as set forth in the Municipal Records manual approved on December 16, 2009, amended March 28, 2019, and any amendments thereafter.*
3. *It was moved and seconded (Councilmember Herr, Councilmember Schick) with unanimous approval by the board, to approve Resolution 867, Authorizing disposition of records following the approved Municipal Records Manual.*
4. *It was moved and seconded (Councilmember Rannels, Councilmember Herr) with unanimous approval by the board, to approve Auctioneer Services with Randall Kline Auctioneers for 6040/6050/6060 Main Street properties and to approve an auction date of Saturday, October 14, 2023, time to be determined.*
5. *It was moved and seconded (Councilmember Herr, Councilmember Rannels) with unanimous approval by the board, to approve Lancaster Bicycle Club Covered Bridge Classic through East Petersburg Borough.*
6. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve Resolution 868, Appointing G. David Keener as LASA board member effective January 1, 2024.*
7. *It was moved and seconded (Councilmember Rannels, Councilmember Schick) with unanimous approval by the board, to approve Special Fire Police to assist with Rotary Club of Lancaster festival on Saturday, June 24, 2023.*

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

Announcements:

1. The next Borough Council meeting will be held on Wednesday, July 5, 2023
2. Appeals Board June 8 - 7 PM, as needed
3. Planning Commission June 15 - 7 PM
4. Committee June 22 - 6 PM
5. Zoning Hearing June 28 - 7 PM
6. Independence Day Celebration will be held at the park on June 30 with Music, Movie, and Fireworks. Events will begin at 6:00 p.m.

Adjournment: 7:36 p.m.

Executive Session for legal & personnel matters: None

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	July 5, 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 (Absent) Randy Rannels Sandra Valdez Mayor: Borough Manager: Supervisor:
		James Malone Karen St. Clair (Absent) Jeff Moseman

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Debra Miller made an announcement to let everyone know that in light of the explosion in Rapho Township, the surrounding municipalities are putting together a list of equipment for the public works that could be available to Rapho Township to borrow on a short term basis.

Visitors: James Swarr, Patricia Sherrard, Anette Rogers, Steve Leshar, Don Krow, Cory Lyons, William Mulligan, Nancy Leshar, Brent Smith, Emily Smith, Linda Anspach, Don Schoenberger, David Keener, Joylynn Keener, Gary Spangenberg, Kim McKinney
James Swarr was recording the meeting.

1. Inline Roller Hockey League: Steve Leshar & Cory Lyons

Steve Leshar said the league has been at the rink and worked with the borough, managers, and staffmembers for 22 years and he has been involved for the whole 22 years. He said the board members did talk about what occurred on 6/18. In 2001, the borough manager at that time told them to form a non-profit and since then, they have been supporting the rink and 200 participants involved in the league, including 50 kids ranging from 6-15. They play Saturday half day and all day Sunday. He said his kids played on the youth leagues over the years and are now in the adult league. Many relationships have been built. Mr. Leshar said they met with Manager St. Clair on June 13th to discuss resurfacing repairs and updating the agreement. He said Manager St. Clair was clear about funding and they decided to go another path to get funding to keep the rink going. The following Monday, June 19th, they received an email from Manager St. Clair about chairs and a pop up tent taking up parking spaces at the 6/18 event. He said this is not what they expect of people, and they should have noticed this, but did not. He said as soon as they received notice of the situation they immediately met with the Board and laid out a course of action and this was shared with Manager St. Clair. They sent information out on Facebook and through team captains to communicate the situation. Later that week, he received notification from Manager St. Clair letting him know council had concerns. He said he represents 200 people, so this caused him great concern to hear this. He reflected on this and wrote a summary e-mail which laid out things they have done and how they run the league, and this was shared with council. They are happy to now meet with council and hear the feedback and they want to respond. They did hear from Jeff about the trash, and they now make sure someone goes around the parking lot after the games. He pointed out they do not have control over what happens at the rink M-F during pool hours. He said he has dealt with Manager St. Clair

and Jeff over the years, and they have been great. He said the league is not perfect, but they do have a management group that is familiar with working with kids, organizations, and running companies. He said they have made attempts to correct the situation.

Deb Miller asked where teams come from. Mr. Leshner said the individuals that play in the league come from Lancaster County and some do come from East Pete. Ms. Miller suggested a code of ethics to help control the conduct and eliminate bad language and other actions in question.

The rink needs to be resurfaced, and the cost will be \$20,000.00. They plan to raise the funds through go fund me and would like to pursue ARPA. They are currently painting and have a list for their contractor for small repairs. Sign ups begin mid-August through just after Labor day, and they would like to move forward with all of this and update the agreement with councils' approval.

John Herr asked when the seasons run. Mr. Leshner said the Summer season runs mid-March to mid-June, Fall season runs from the beginning of September through mid-November.

They have invested over \$80,000.00 in the rink and have made many improvements over the years. The rink was built in the 1980's and is the only rink left in Lancaster County. He said the reason it is still going is because they are well run and people like playing at the rink therefore, they will do what is needed.

Adam Gochner said the original contract was with the previous manager and the one he put together did not get used. Mr. Gochner said it would be good information to share with the residents as to how many members are from East Petersburg and other areas. Mr. Gochner asked how the hierarchy of the league works. Mr. Leshner said there is a board with a president, and they hold meetings. Cory and Don run the leagues and it is up to them to get information to the others. In the pool parking lot, there has been bad language, trash left behind, and tents put up against residents' properties. He asked if they would be willing to work with the pool and have the league park along the west and the south side along the grass areas. Tents could go on the lots but park along the outside and keep the middle for pool traffic. Mr. Leshner said they have no problem with that. Mr. Gochner said from our side, with game days being Saturday and Sunday, we could have the guys check the area Monday morning when they report to work at the maintenance shop. Obviously, if there is trash there on a weekday, we know it was not the league's fault. Mr. Gochner said if the league could control trash and language, it would make a big difference. Mr. Gochner said he would like to see a contract that holds borough accountable for looking at situation on Monday and also to set up the parking plan and set up a code of conduct to include language, trash, etc. A flow chart would also be helpful, and captains should be held responsible also. He will write something up and give it to the solicitor and it will be ready before the season starts. Debra Miller asked if they could have a sign made for the rink saying no alcohol, no foul language and clean up trash. They agreed to have this done. They only have one trash can but could use another and it will be added. Mr. Moseman said it would be easier to clean up the leaves in the fall if they are pushed closer to the parking lot away from the wood structure. Sandra Valdez asked if they have communications with HARC, and they said they do not.

Gary Spangenberg said the league's leadership has changed and there was a dip in caring at one point but applauds all the efforts to start this up again and said it seems to be going very well. He said they have been very caring in their response to the situation. In the past he was in favor of keeping the rink when council was not, but during the dip he would have said to bulldoze it. Mr. Spangenberg asked if something could be put in place to ensure the agreement and code of ethics are followed if there is a change in leadership. He was told the league does follow a succession to ensure things run smoothly if someone takes a break. Mr. Gochner asked that they give a list of who is in charge along with contracts to the borough and keep it updated as things change. This was agreed to by the league. The league thanked the borough for their time and consideration. The league will proceed with go fund me and other funding for the upgrades.

It was moved and seconded (J. Schick / J. Herr) with unanimous approval by the board to approve Amy Leonard, Solicitor to proceed with a "draft" Renewal Agreement for East Petersburg Inline Roller Hockey League.

2. **Kim McKenna** said someone set off fireworks at the basketball courts on Graystone Road and asked if this is legal. She was told that per the borough ordinance fireworks cannot be set off on public property or within 150 ft of a structure. She said it was 10:00 p.m. when this happened. It was pointed out that the state Act for fireworks allows for fireworks to be set off the night of July 4th into the 5th until 1:00 a.m., any other night during the week of July 4th is midnight. She will call the police if this happens again. Ms. McKenna also said that someone was using a metal detector on borough property. She was told that this is normally ok as long as they put the soil back as found. She also asked if car work is allowed to be done on the street at the island parking. She was told this is not allowed.
3. **Gary Spangenberg** said that there is a zoning ordinance regarding a family structure in a single family dwelling. He believes there are violations at a particular address. He will e-mail Manager St. Clair with the address.
4. **Anette Rogers** asked who is responsible for replacing the paving that was taken out during the curb and sidewalk repairs. She was told that if the contractor is removing the pavement to replace and repair the curbing/sidewalk then it would need to be restored. The specs that were given with the permits did include the required work and did indicate that it needed to be done. Ms. Rogers said her repairs were not done in a straight line like some of the others. She was told to contact her contractor to discuss this with him.
5. **Emily Smith** asked if the borough is going to tear up the paving that the residents are required to put in. John Schick said that they will mill down a little if necessary to make the road smooth and level, but it will not be a lot and only if it is needed. Mr. Schick reminded residents that the borough replaced all the water lines in this area, and this is all part of the process that was put into place to allow the residents to shop around to try to get cheaper prices. The sidewalks that do not get replaced by August 31, 2023, will be put out to bid by the borough and property owners will then be billed for the costs.
6. **Patricia Sherrard** said her contractor, Concrete Authority is not including the pavement replacement in the sidewalk/curb costs, and he is charging extra to have the pavement restored. She was told that her contractor should have addressed this with her.
7. **Dave Keener** was introduced to Council. He will be the new borough representative on the LASA board beginning 1/1/24.

Comments: None

Bill Payment: Reviewed by Council.

Police Report: Too early in the month for report to be compiled.

Mayor Malone:

Attended PA Mayors Executive meeting on July 1. Had communications with Lancaster county Historical Society. Pointed out that there is a lot of information out there about water safety that is worth checking out.

Emergency Medical Service: Report Submitted to Council.
Adam Marden was not in attendance.

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

Fire Dept.: Report submitted to Council.
Roger Howard was not in Attendance.

Borough Manager: Report submitted to Council.
Jeff Moseman pointed out the following from the report:
The borough has interviewed several candidates for the open position in the water department. Zachary Wood was hired and will begin 6/26.

2024 Budget preparation has begun. The first draft will be presented to council on 7/27/2023.
Update on 6040/6050/6060 Main: Met with Randal Kline auctioneer and auction is set for Saturday, October 14 at 10:00 a.m. Open houses will be held on September 23, 30 and October 7 from 1-4 p.m.
New office renovations are in progress and the project is moving forward.

Department Managers: Jeff Moseman pointed out the following items from the department reports.

Water Department: Report submitted to Council.

TOA & Abel Construction completed bacteria testing on a section of new water main.

All water plant effluent flow meters were calibrated and certified by LRM, Inc.

Meter replacement project update – Tim relayed we have roughly 80 meters to replace. We will then be fully radio read.

Public Works: Report submitted to Council.

Fog seal project was put out to bid and one bid was received and opened.

Fog seal prep completed. Potholes and storm drains leveled and weeds at curb were sprayed. It was asked if spraying the weed in the street is allowed according to MS4 regulations. Mr. Moseman said that it depends on the spray you use. The dept. of Agriculture dictates the kind of spray you can use.

District 3 stop signs were completed.

Community mailbox painting for no parking area has begun.

Patched driveway for water department.

Chipping of storm branches and low hanging branches. Chippings were used in the park as mulch and graded.

Bushes were trimmed back at office.

MS4 and Special Projects: Report submitted to Council.

Graystone Road development - 16 raingarden bmp inspections performed and entered into CS Datum mapping system.

MS4 illicit discharges reported. Doorhangers and educational fliers distributed. The property owner has addressed the issue and it has been cleaned up.

Uploaded MS4 documents to ARRO for 2022-2023 MS4 Annual report.

Bioswale Meadows Project started on May 30. Aquatic Resource Restoration has surveyed the area, installed E&S provisions, and began excavation. Rain events and issues with LASA's sewer pipe slowed progress of, but the project is moving forward.

DCED Pickleball grant analyst requested changes in the contingency from 10% to 5%. This changes the cost of the project from 214,500.00 to 193,130.00. The resolution for these changes is on the agenda under Action items tonight for a vote.

Zoning Officer Report: Report submitted to Council.

Numerous permits were issued for sidewalk and curb replacements.

Property Violation Report: Report submitted to Council.

Mostly for grass height and rubbish.

Solicitor/Collections Report: Report submitted to Council.

Short term rental ordinances will be reviewed by planning commission.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – The indoor pool will be close on August 14 through the end of the summer end of summer repairs. East Pete pool will be the alternate pool to use. The concessions will be added to the website list of amenities for the pool.

Old Business:

Review of Committee Meeting Topics: Lancaster County Redevelopment Authority – Review programs available to residents, Graystone Rd. subdivision As-built plan waiver, Short term rentals, Hockey League complaints, Increase in bins & appliance tags, Meadows Bio-swale project update, Verizon cell tower upgrade, Support letter for Lancaster County Planning Dept.-phase 1 act 167 plan, Account payables 6/22/23, Misc. items, fire co. financial review, 5/25/2023 meeting minutes, firework display application for 6/30 & 9/23, executive session for legal and personnel matte

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 Valdez, Councilmember Rannels) with unanimous approval by the board, to approve June 6, 2023, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve Resolution 869, setting fees for lg. appliance tags (\$19.00) and recycling bins (\$13.00).*
3. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve bid received from Martin Paving in the amount of \$50,292.00 for fog seal project, pending review of all documents by the borough solicitor and borough engineer.*
4. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve Borough Solicitor, Amy Leonard to proceed with a "draft" Renewal Agreement for East Petersburg Inline Roller Hockey League.*
5. *It was moved and seconded (Councilmember Valdez, Councilmember Rannels) with unanimous approval by the board, to proceed with submitting short term rental documents to planning commission for review and comment on.*
6. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board to approve Resolution 870, Authorizing Jeff Moseman to re-submit the cost opinion with the requested changes from DCED for Greenways, Trails, and Recreation Project Grant for the DCED Pickleball Court Project.*

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

Announcements:

1. The next Borough Council meeting will be held on Wednesday, August 2, 2023
2. Appeals Board July 13 - 7 p.m. as needed
3. Planning Commission July 20 - 7 p.m. as needed
4. Zoning Hearing July 26 - 7 p.m. as needed
5. Committee July 27 - 6 p.m.
6. July 15 – Music in the Park – Sweet Sounds of Summer w/ Food Trucks 3:00 – 7:00 p.m.
7. August 1, National Night Out 2023 will be held at East Petersburg will be held at East Petersburg Community Pool. Events will begin at 5:30 p.m. 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 a goodie bag for the kids. All activities are free of charge.
8. Back to School event will be held at the Clipper Stadium on Sunday, August 13th from 12:00 p.m. - 2:30 p.m. The event is only open to K-8th grade students, and this year will be open to East Petersburg students. A free Barnstormers' game is included at 5pm. Children will have the opportunity to receive a free haircut, new shoes, and a backpack with supplies. Pre-registration is required prior to August 9th. Register at www.RepMikeSturla.com, click on Back-to-School Event within the upper banner. More information is available on the website.

Adjournment: 8:22 p.m.

Executive Session for legal & personnel matters: None

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	August 2, 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 (Absent) Randy Rannels Sandra Valdez Mayor: Borough Manager: Supervisor:
		James Malone Karen St. Clair (Absent) Jeff Moseman

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: John Kottmyer, Vicki Hoshower, Jeff & Tammy Moseman, Josh Roberts, James Swarr
James Swarr and Joshua Roberts were recording the meeting.

Visitor Comments:

1. **Vicki Hoshower** said there is currently a lot of overgrowth at Platinum Mitsubishi, and it is growing over the sidewalk, and she saw a woman fall trying to walk around it. The overgrowth is blocking the drainage and when it rains the water is overflowing onto the street and people have to walk into the street to get around it. The fire hydrant is also covered in overgrowth. She is concerned for people's safety. Ms. Hoshower also said the natural barrier required is dying and has been replaced with weeds. Kevin Martin said he will talk to the zoning officer to address the weed violation. Jeff Moseman said the stones were washed out in the parking lot due to a blocked storm drain and he did send them a letter and educational materials for the MS4 violation. Mr. Moseman said by correcting the blocked storm drain issue, it should help with the drainage.
2. **James Swarr** said he would like to have a traffic study done at a section of Carpenter Street up from Stevens St. and Jefferson St. where it meets at Ridge Avenue. Cars park on both sides of the street and it is very narrow, which makes it hard to see. He asked if we could have the police look at this to see if it is a safety hazard. Adam Gochnauer asked James Swarr to e-mail this to Manager St. Clair so it can be shared with the police. John Schick said because of the situation of site distance at this spot it might meet the criteria to put in a 3-way stop sign. Zoning can look at this also to see if there is a site distance issue.
3. **Josh Roberts** asked how we get PA state police to do commercial traffic enforcement on Rt. 72. He said we don't really have that now and haven't had this since Manheim Township Police were here. He said from what he gathered from Northern Regional, they do not have that capability. He said it is getting tough making left turns and there has been no enforcement for car carriers. Mr. Roberts said he currently saw that PA state police are doing safety checks and enforcement on the bridge and checking weights, so he asked if this is something we have available to us. Ms. Moseman said she had a car carrier barreling behind her near Hadyn Zug's and had her turn signal on and she had to speed up to avoid getting hit. Debra Miller asked if Mr. Gochnauer would put that on his list also to talk to the police about at the next meeting. Mr. Gochnauer said he will bring this to their attention. Mr. Gochnauer said they did a couple of details and sat at East Pete Auto but when they sit there nobody goes through the light because they see

the officer. He pointed out that an officer sat on Graystone Road on a Tuesday to address concerns regarding this issue. Ms. Moseman said she has seen officers at the Mennonite church many times, but they were not there when this incident took place with her. It was pointed out that officers also sit at Village Commons to patrol traffic.

President Miller asked that questions and comments about the meeting topics be held until the end of the meeting.

President Miller said that a resident called the office on July 28 to tell us she was bringing in her trash bin and she fell and was hurt. An employee of Good's Disposal saw the lady on the ground and dropped what he was doing and ran down the street to help her up get up and to get to her front door. This resident wanted to call his supervisor to thank them for this man's kindness.

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

Police Report: Report Submitted to Council.
NLCRPD was not in attendance.
Mayor Malone pointed out that the report is posted on the NLCRPD website.
There were 106 traffic stops in the borough for the month.
As of Friday, Lt. Kilgore will become Chief of police for NLCRPD, due to Chief Steffen retiring.

Emergency Medical Service: Report Submitted to Council.
Adam Marden was in attendance and pointed out that they responded to 22 calls in the borough last month.
Busiest day was Monday p.m.
Mr. Marden said Northwest EMS is starting an authority and with this you have to pay for service, so Manheim Borough, Penn Township and part of Rapho Township asked Penn Life EMS and some others to submit a proposal. Penn State Life has been selected to cover those areas beginning January 1. Mr. Marden said they will keep a unit in Manheim, and if the unit that covers East Petersburg is not available, they will be able to send the one in Manheim.
Debra Miller asked what we would need to do to have the EMS helicopter at next years NNO. Mr. Marden said it was at East Hempfields NNO this year, most likely because the hospital is located there, but he can ask for us.

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

Chief Fire Official:
John Kottmyer was in attendance and reported the following:
From an emergency planning perspective, the events to date have gone well.
The three fire departments are still working together and have monthly chief meetings. What used to be known as the fire commission was dissolved because there is no longer an intermunicipal governmental agreement. The departments are working on combining the SOP's and GOP's to operate under the same policies and procedures, and this is something that has needed to happen for a while.
Within this past year there was a personnel issue at EP Fire dept. When this occurred, there was a split in the department. Don Schoenberger, who was the chief at the time, contacted Chief Kottmyer about this and because Mr. Schoenberger decided to take a stand and investigate something, after 3 investigations, the fire department decided to go with an attorney and try to get rid of Don Schoenberger and Tom Enlow. During this time, they were deposed. In the end it was found by the attorney that Don Schoenberger did not violate any bylaws or rules. Mr. Kottmyer said what was concerning to him was the fact that when Mr. Schoenberger notified Mr. Kottmyer, the fire department said Mr. Kottmyer had no business being there, to which he said then why am I here. He has since asked EP fire dept if they really want to be a part of this because they say one thing and do another. Mr. Kottmyer was called in to help mitigate and based on their attorney's advice it appears they did it well because nothing was violated, and all the appropriate steps were taken. What they are left with is a faction that was for Don and against Don. He said this has driven people away, so the fire trucks aren't getting out or they are only getting out with a couple of people. Mr. Kottmyer has sent out an MOU - known as marking up, and it allows firefighters to respond with the other departments if their department does not have enough to help out. He still gets phone calls about what has happened and what is happening, and some people are not happy about it. Mr. Kottmyer tries to explain

that Don Schoenberger is still very involved and has taken the position of deputy chief and they are blessed to have him. The borough enacted an ordinance that the Chief Fire Official has oversight over all of the departments and that includes what goes on at EP fire dept., but there is a disconnect. Mr. Kottmyer said if a ladder truck is out of service he should know about it, but he is not informed. There are different things like this occurring and sometimes he knows, other times he does not. Recently they were having an open house and he did not know the scope of it. Last year, they had five officers resign in one night. His concern is if he does not know what is going on then how do we pick up the pieces. Recently someone resigned and won't give his passwords and they don't know them. Mr. Kottmyer said you will get honesty from him and currently they have a problem, and they are trying to work through it. In his opinion, if we fail to recognize what the original problem was then we can never fix it. There is a recruitment/retention campaign taking place, but many know of the issues at the fire dept. and that an attorney was hired to get rid of Don Schoenberger, who is well known and respected, simply because he stood up for something that was wrong. Mr. Kottmyer pointed out this is not a good example of retention.

Tammy Moseman said the residents were not told that this was going on. Ms. Moseman said it concerns her because if she has a fire, or one of the other residents in the borough has a fire, who will protect them if things are not going well at the fire department. Mr. Kottmyer said that is why he has put the MOU into place. Mr. Kottmyer said fire departments do not like to air their dirty laundry and it is something that they are working on. He pointed out that all the officers are in agreement what happened to Don Schoenberger was wrong, however, the fire department has not done anything to correct it. Mr. Kottmyer said that EP fire department is the top discussion amongst the other departments in the area. Ms. Moseman said she is not concerned about the drama she is concerned about the safety of the residents. Mr. Kottmyer said the drama has an effect on it. Mr. Kottmyer said if we want to recruit and retain people, we can't do things that will show otherwise, such as hire an attorney to remove the fire chief who served 42 years.

Mr. Kottmyer said he doesn't like to come in and tell people what to do, but if things don't change, he will have to and then people are going to get upset.

Mr. Kottmyer said if EP fire department isn't able to respond then he has given permission for the other departments to respond in place of them.

Debra Miller asked if he has considered hiring someone for remediation to bring the two parties together for discussion. Mr. Kottmyer said this has been discussed by the attorney. He said when the attorney gave his report, the person who was behind it all didn't like what he was hearing and tried to dispute it and stormed out of the room, and it got to the point where the attorney asked him if he was the attorney or him? He said how this all was handled is a problem and they won't acknowledge this.

Jeff Moseman asked if anything has been put into place to weed out the bad apples that are causing the rift.

Mr. Kottmyer said at the time he did not have the authority to take that action, and anything now would be considered retribution. He tried to explain to them at the time that this is pretty serious and from a liability perspective they are not out of the woods yet. We did not take action and should have, and now other members do not want to put up with this. Mr. Kottmyer said if he would throw this guy out, we would lose 50% of the members, but if he doesn't, we will lose the other 50% because they are getting tired of the drama. Debra Miller suggested using a mediator with just the members, without Mr. Kottmyer in the room, and bring in all the volunteers and say we have a duty, and we need to all get along with each other and just put all of this behind us. Mr. Kottmyer said they think the fear is still there and the others are afraid to speak up because they saw what happened with Don Schoenberger and how the membership hired an attorney to go after him and they don't want to be the next one.

Ms. Moseman asked if the individual that hired an attorney used his own funds. Mr. Kottmyer said it was taxpayer money that was used. Ms. Moseman said she doesn't understand why we are just now hearing about this.

Josh Roberts said he has been a part of fire services over the years and factions are as old as time and happen often in local fire departments. Mr. Roberts said we are in 2023 and we have a chief fire officer who is recognized by the ordinance, and he thinks council should back him fully to take the actions he needs to make sure we have a proper response, have people who are following the law, and not putting the borough or taxpayers as a liability. Mr. Roberts thinks the town should get behind Mr. Kottmyer 100% so he can do what is necessary to fix this. It was pointed out that under the ordinances enacted for Mr. Kottmyer, he does have full authority to remove personnel. Mr. Kottmyer said the risk control side is that anything now is going to be considered retribution. If this person does something additional then we have just cause, but currently we are still dealing with the past issue. Some have come to him that were daytime drivers and said they do not need the drama. Don Schoenberger used to come and drive and now we have lost him. We have put all of our eggs in one basket, and it is not paying off.

He said he has told them in meetings that we cannot heal or get past something until it is acknowledged. At any given meeting, 50% are on one side and 50% is on the other. John Schick said if you weed out the issues is this going to be a liability. Mr. Kottmyer said those that are hanging in there have faith. Mr. Schick said either way you

will lose half the crew and it would be better to keep the good half and rebuild from there. Mr. Schick said if we don't get rid of the bad apple it will just continue.

Mr. Kottmyer said when five officers resigned in one night it showed him it was all about this one person, and this shows him it was about them. He said his dedication is to the fire service and the community. When Mr.

Schoenberger was faced with the resignation of the five officers, he called Mr. Kottmyer at the same time on the same night and told him to keep his phone on and be ready. He pointed out that from an incident standpoint you need to have a certain number of officers on hand to handle certain personnel and they left this to Mr.

Schoenberger to handle himself. Mr. Kottmyer is still not convinced they want to be part of this.

Sandra Valdez asked if you get rid of the bad half of the apple would that help to recruit and retain new ones since they are still under the impression that these individuals are still there. Mr. Kottmyer said he thinks he is very close to that action, and it is almost to the ultimatum point. Personnel is an issue everywhere, that is why this especially hurts. Rohrerstown is doing their own staffing now and did a recruitment/retention and they are now going to be staffed 24/7. Rohrerstown is one of the stations of the MOU and they are very close by and can get here quickly by coming up State Road.

Mr. Schick asked what he needs from the borough to be able to make personnel changes. Mr. Kottmyer said he just wants their understanding because people are going to be coming in here upset and having a fit. He said the borough hired him and the commission hired him to advance the fire service, and this is taking them back. He said he is appalled that they are taking the friendship of one individual over the entire community, and they won't recognize it. He said the punishment phase is over, and it is not retaliation if something else happens. We recently received an entrapment call, and he responded without waiting just in case someone didn't show up. The other stations are monitoring this as well and they are all watching, so calls will be covered, and someone will be there.

Josh Roberts asked if the box alarm has been padded by adding extra units or are they just having the MOU cover it for now. Mr. Kottmyer said so far it has and it is doing some good things although at first it was received with some resistance. EP fire dept has started to show up at the scene and they need help, and help has been there.

Josh Roberts said in his past experience in the fire service in Hartford County, people would get mad and go to other fire departments, he asked if there are any policies between the three departments.

Mr. Roberts said he remembers one that was forced to resign from EP fire dept because of some statements he made, and he then went to EH fire dept. Mr. Kottmyer said they now contact the other departments to do a background check. Mr. Kottmyer said even though they do not have a commission anymore he can still give them the information they are looking for. Tammy Moseman said she thought that Don Schoenberger was going to be attending the chief meetings and then give updates on things like apparatus, etc. at the borough meetings. Mr. Kottmyer said that five officers have resigned so where did the truck committee go and who is looking at any vehicles? Mr. Schoenberger has to handle the department and respond to the calls, and he is just trying to keep things going. It was pointed out that the fire department is still submitting the monthly reports to the borough and to Mr. Kottmyer. Mr. Kottmyer hopes to get everyone working together again and is hoping that if he gets to talk to the faction that supports Mr. Schoenberger maybe they will see that it is ok to come around again.

Mr. Herr said that they needed to know about all of this and thanked Mr. Kottmyer for coming.

John Schick asked how Mr. Schoenberger is doing through all of this. Mr. Kottmyer said that Don Schoenberger is an absolute asset, and there is nothing but the utmost respect for him throughout the county and he received a ton of e-mails from fire chiefs in support of him. He is fantastic and responds to all call's day and night. The five members that resigned were replaced but they do not have the credentials that the other members had. He has offered to do a 2-part fire officer program with them.

Mr. Rannels asked how long the training could take. Mr. Kottmyer said he could plan the training, but elections are coming and everything could change by January. Mr. Rannels asked who is paying for the new Tahoe truck for the FD. Mr. Kottmyer said it is a lease and the fit out added costs of \$17,000.00 and that was paid for by East Hempfield. Mr. Rannels said in the interest of public safety, he thinks Mr. Kottmyer needs to get over there and start kicking butt. Mr. Rannels said he is angry that this has been going on and has continued for so long and this all needs to stop. Mr. Kottmyer said he just wanted them to be aware if he needs to step in and do this and said the FD members still need to recognize and this is something he can't force them to do.

Adam Gochnauer said even though he is not a member he knows what goes on over there on a daily basis and has known about the incident and kept quiet until the internal affair and without getting into what is right and wrong, he said it is a mess over there. He has some issues from the financial side and some things he should have been a part of with financial committees because we do subsidize them with taxpayer money. He said he knows who has left and who has stayed and the factions, and said it is like high school over there and they don't see the common good of what they are doing and that they should just put their stuff aside and move on. He said it is so far gone over there he doesn't think just talking about it will help, and if they get rid of 50%, they won't have anyone to run apparatus. Mr. Gochnauer pointed out that Mr. Kottmyer is the boss, but he would be open to

meeting with them because he knows all of them, and now there are issues and we do support them. Mr. Gochnauer said he has to run a fine line because of the building that we are about to move into. He said if there is a point that we can get everyone together at a meeting, he could come as the borough rep. to point out to them that they were promised certain amenities and are being funded and have done things that weren't good and did waste money. He would be willing to do this and hopes that it would help to re-bond but thinks that from a borough standpoint they need to realize this isn't high school, and it is the residents they are hurting by doing this. He pointed out before this incident they were a top notch fire department. Mr. Gochnauer said they support Mr. Kottmyer and whatever he needs to do, and the outcome could be that they hand in the keys and say goodbye. He told Mr. Kottmyer not to hesitate to let him assist in at least helping to get everyone together from his end, council end and the communities end, and to say to them they need to get over this and reconcile their differences and come to the building as fire fighters for the community. When they leave, they can feel about each other however they want to, but when the siren rings they are serving the same people and thinks sometimes they forget this. At the last meeting we did not get a report because they were going through some stuff, but now it needs to end. Whether it is a good end and we all do get together, or it weeds out half of them and it goes better, or it weeds out half and we can not run apparatus, either way we need an answer. Mr. Kottmyer said early on he did reach out to all the parties, but they all came up with different excuses not to be there and they did this because they wanted Don Schoenberger to fail and that is how ugly this got. Mr. Gochnauer said there was a couple of things they have done over the last year that were not good and we talked about holding their monthly check. Mr. Gochnauer said if he needs to be the bad guy he can, but it needs to be done and they are representing taxpayers and we are funding them. The fire tax is a wonderful thing, but they need to hold up their end of the bargain. We have been through some dark times at the fire company in the past and have always been able to get through it. He thinks they can still get through this, but it will take everyone and some tough love. Mr. Gochnauer is available, if need be, and would encourage council to run the fine line there and it will have to wash itself through. It's a really bad situation and a lot of feelings got hurt and they never put it aside. He doesn't understand it, but it is what it is. Mr. Kottmyer said from his perspective they will continue to have people rolling and now that the MOU came out there is clarity. The truck that shows up may not say East Petersburg Borough, but it will be there. Tammy Moseman said she is very saddened and angry by all of this and thanked Mr. Kottmyer for all that he is doing. Mr. Gochnauer said over the years they have tried to stay out of it and let the volunteer's run things and it has been a balancing act with them and they have had MOUs for this. Adam Gochnauer said that 50% of the fire department loves us coming and 50% does not, and the faction that did not held things up. Mr. Kottmyer said the fire department had lost their way and now they need to find their way.

Fire Dept.: Report submitted to Council.
Roger Howard was not in Attendance.

Borough Manager: Report submitted to Council.
Manager St. Clair was not in attendance.

Worked on 2024 Budget, Preliminary project schedule for ARLE Traffic Signal Project, Submitted revisions for 6040/6050/6060 Graystone Road, Worked on extensive right to know for Graystone Rd.

Department Managers: Kevin Martin pointed out the following items from the department reports.

MS4 and Special Projects: Report submitted to Council.
Investigating storm pipes near Miriam Circle and Pine St.
Bioswale project continued; rain events have washed away soil. ARRO created a list of items to be remediated.
The walking path will be restored.
Looking into Wolf Circle and Jackson Street tie-in to increase the water quality. The lines would be connected, and one fire hydrant used instead of two.
Randy Rannels asked what the life expectancy is for a storm basin pipe that is deteriorating. Mr. Martin said a lot of factors go into how long a storm basin pipe can last including rain and snow events. Pipe lining is an option for remediation. Over the next 10 years there will be a lot of storm pipes that will need to be worked on. Deb Miller said there is 2nd round ARPA money that can be applied for before October 31, 2023.

Water Department: Report submitted to Council.
New SCADA tower was installed on water tower.
New employee training, Zach is learning water activities.
Portion of new water main at TOA has been filled and tested and final tie in on Cottage is still ongoing.
Preconstruction meeting was held for the Spring for new pumps. Some of the equipment has been received.

Public Works: Report submitted to Council.

Brochures are finished and construction of building is ongoing. Walls and doors are being installed.
Continue painting "no parking" at mailbox areas.
Chip seal took place today. They will come back in two weeks to do the final fog seal.
Lemon St. and sidewalk inspections.

Zoning Officer Report: Report submitted to Council.

Numerous permits were issued for sidewalk and curb replacements.
Worked on TOA and Bioswale.

Property Violation Report: Report submitted to Council.

Solicitor/Collections Report: Report submitted to Council.
Worked on short term rentals, property maintenance.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – The day camp has 275 children. The summer playground has approximately 600. Twelve families have received financial aid from Everyone Belongs Scholarship fund. Koser Tennis Tournament begins August 7 and runs through August 13 – free to attend.

Old Business:

Review of Committee Meeting Topics: Affordable Paving, Draft Agreement for Hockey Rink, 6040/6050/6060 Brochures, HARC letter, Municibid items, Account payables 7/27/23, 2022 Financial Audit, 2Q23 Financials, 2024 Draft Budget, Fire Co. financials, 6/2023 Committee Minutes, Lancaster County Redevelopment Authority M.O.U., Hess Home Builders release of financial security, public auction of the three buildings

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 Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve July 5, 2023, Council Meeting Minutes.*
2. Debra Miller pointed out the 2022 Financial Audit was a clean audit.
It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve the 2022 Financial Audit Report.
3. *It was moved and seconded (Councilmember Schick, Councilmember Valdez) with unanimous approval by the board, to approve to incorporate the planning commissions suggested revisions to the short term rental ordinances and then send to Lancaster County Planning for their review.*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve the Intergovernmental Agreement with Hempfield RecCenter (HARC), the annual contribution for 2023 will be \$9,695.00.*
5. *It was moved and seconded (Councilmember Herr, Councilmember Rannels) with unanimous approval by the board, to accept Lauren Houck's letter of resignation, effective August 2, 2023.*

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

Announcements:

1. The next Borough Council meeting will be held on Tuesday, September 5, 2023
2. Appeals Board August 10 - 7 PM as needed
3. Planning Commission August 17 - 7 PM as needed
4. Zoning Hearing August 23 - 7 PM as needed
5. Committee August 24 - 6 PM

6. August 5 – Summer Fest begins at 12:00 with Corsair Blue Jazz Band followed by The Uptown Band. Beer & Wine Garden and Food Trucks will be available.
7. Back to School event will be held at Clipper Stadium on Sunday, August 13th from 12:00 p.m. - 2:30 p.m. The event is only open to K-8th grade students, and this year will be open to East Petersburg students. A free Barnstormers' game is included at 5pm. Children will receive a free haircut, new shoes, and a backpack with supplies. Pre-registration is required prior to August 9th. Register at www.RepMikeSturla.com, click on Back-to-School Event.
8. September 2 – Blues Fest 1:00 – 7:00 p.m.

Adjournment: 8:31 p.m.

Executive Session for legal & personnel matters: None

Respectfully Submitted,
Kim Strayer, Recording Secretary

**MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL**

DATE AND TIME:	September 5, 2023	7:00 p.m.
LOCATION:	Community Center	6051 Pine Street
ATTENDANCE:	Council Members:	Debra Miller, President John Schick, Vice President Adam Gochnauer, Pro Tem John Herr Randy Rannels William Sharp Sandra Valdez James Malone Karen St. Clair Todd Heidelbaugh
	Mayor:	
	Borough Manager:	
	Chief Water Operator:	

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Joyce & Frank Mokros, Tammy & Jeff Moseman, Nancy & Steve Leshner, Annette Rogers, Marvin Stauffer, Josh Roberts, James Swarr, Don Schoenberger, Samuel Maurer, Chris Conrad

President Miller asked two times if anyone was recording. There was no response.

Council welcomed Will Sharp as a new Councilmember. Deb Miller pointed out Mr. Sharp is a long time resident of the borough. Mr. Sharp is a retired U.S. Army Officer. Some of his duties included: Chief of operation, a directorate of emergency services in Ft. Campbell, performed threat analysis. He served in Iraq, Afghanistan, Saudi Arabia, Germany, Korea, Kuwait, and state side at Fort Bragg and Fort Campbell.

Visitor Comments:

1. **Josh Roberts** said he wanted to put on the record that during last week's interviews for the open council seat, the selected candidate made a couple of statements about improving traffic safety and recommended they would get red light cameras and speed cameras installed at various intersections in the borough to improve safety and generate a revenue stream for the borough. Mr. Roberts said he would like to know how the councilmember plans on doing that because the law does not allow for this. Mr. Sharp said he is more than willing to take a look at the plans on traffic and determine what would be best and would also get input from the public on this.
2. Mr. Roberts also said he wanted to put on the record a series of e-mails he received as a candidate for the open seat from the borough manager. The first e-mail gave him direction about the interview process and stated he should show up to the meeting five minutes prior to his interview and leave right after. He said it is not really legal to ask a citizen not to attend a public meeting so he asked Manager St. Clair for a little bit more information because he knew that Manager St. Clair would never send something like that out on her own. He found out that it was the Council President, and it was further clarified that it was as a courtesy so that they couldn't hear others' answers.

Mr. Roberts said in May 2022, the meeting was packed with citizens from Lemon Street and things got heated regarding the sidewalk and curb replacements. Mr. Roberts said during that recess he was still recording, and council president Miller said they could limit comments to 3 minutes per person if needed. He said some may disagree with the fact that he continued to record during a recess in a public meeting but feels there is no expectation of privacy in a public meeting even during a recess. At the 8/24/23

meeting someone asked about the paper method of voting and President Miller pointed out that it is not required to hold interviews, and resumes could just be reviewed to make a decision. Mr. Roberts voiced strong disagreement.

3. **James Swarr** said there is a section of sidewalk along Stevens Street that belongs to 6181 Carpenter Street. A piece of the sidewalk has been missing for a few years. He said he saw a child hit this spot while riding a scooter and fall down. He thinks this should be repaired or at least marked or someone will get hurt. He said he did report this to the borough over 60 days ago and he hasn't seen any action being taken over there. Jeff Moseman said that this has been turned into the zoning officer.

James Swarr also asked for an update on the group homes that he talked to the zoning officer about. He said they have all been notified and he knows that they have turned in permit applications. The homes were brought to his attention by neighbors in the area. He said that he knows that these houses need to be upgraded to certain levels and he knows they are not because of the paperwork he requested and got back already. He said he believes there is not a caretaker in these homes and these people are coming and going. Manager St. Clair said yesterday was the deadline for the group homes to comply with what was sent out to them. Today the BCO was going to visit these homes and if they were not compliant, the homes were going to be posted as unsafe. After the homes are posted, they can be made to vacate.

James Swarr said that there were signs on 1945 State Street for storage facilities for rent and this led him to believe they are renting out the storage facilities. He did turn this into the borough and did request permits issued by right to know for them. He said he knows they are allowed to have the containers. He said it is also turning into a big parking lot with unregistered vehicles. Manager St. Clair said she did see this in her e-mails and has recently spoke with the zoning officer about this area.

James Swarr asked if information was received about the vandalism to sheds at the park. Manager St. Clair said she spoke with the officer and the sheds that were damaged belong to the Events Committee and they will get an estimate for repairs, and this will be submitted to the police.

Bill Payment: Reviewed by Council.

Police Report: Report Submitted to Council.

Chief Kilgore was not in attendance.

Mayor Malone pointed out that the police department is hiring and has begun their Fall recruitment. This information is on the website.

Mayor's Report:

Mayor Malone reported he attended the August 17th Lancaster County Mayor's Association meeting on homelessness. There were some good discussions on things that can be done to help people in our community that are homeless, such as grants and direct ordinances. He found out that the county labels us as a service desert, so he is collecting contact information on service organizations in our area that do provide services to share with them. Attended PA Mayors Association executive session on September 7.

Mayor Malone said he did review the Emergency Coordinator reports and he said they look like they were copy/paste, and the submittal dates are inaccurate in comparison to when we received them. He encouraged council to ask for them to be reviewed and resubmitted.

Mayor Malone did swear in Will Sharp as Council member prior to tonight's meeting.

Emergency Medical Service: Report Submitted to Council.

Adam Marden was not in attendance.

Emergency Services Coordinator: Reports submitted to council on August 15th for June, July, and August.

Diane Garber was not in attendance.

Fire Dept.: Report submitted to Council.

Roger Howard was in attendance and reported there were 27 calls in August: 13 in East Hempfield Twp., 4 in East Petersburg Boro, 7 in Manheim Twp., 3 in Penn Twp.

Borough Manager: Report submitted to Council.

Manager St. Clair reported the following:

Fire Truck at the park had to be removed for repairs totaling \$775.00 – is this something we want to keep in the park now that we applied for a grant for new equipment? Randy Rannels pointed out that this piece of equipment is very worn out and maybe we could get something similar but made with better material with the grant money. Meeting with John and Mike from the fire co. to talk about signage and the mailbox placement. She wanted to add something as a directional sign near the pool on Graystone and also on Main and State St. John Schick said something reflective would be good.

The office will be closed October 6 to move the office and we will open the office at the new location on October 9.

Department Managers:

Todd Heidelbaugh pointed out the following items from the department reports that were submitted to Council.
Water Department:

Koser Rd Spring pump replacement project preparation is underway.

New employee Zach Woods is attending DEP's water certification training classes and will finish with the state certification exam.

Tie-in on Cottage Ave for TOA development has been delayed due to deformities in the valves and tapping sleeve housing preventing a watertight seal.

Public Works:

Fire house signage, Nitrate plant grading, Scrap metal take off (received \$100.00).

2023 Fog sealing complete, Mailbox -no parking areas complete (need to stencil), Pine St. rough and broken areas fog sealed, few signs replaced due to vehicle accident.

Graystone Rd. sidewalk edging started, Minor repairs to park equipment.

MS4/ Special projects:

Inspection and maintenance on several stormwater BMP and structures throughout town. Activities documented and conveyance pipes needing further clean out have been added to Jet-Vac list.

MS4 illicit discharges reported and notifications along with education was given.

Three projects submitted for Lancaster County ARPA funding, round 2 – Koser Rd. Spring pump replacement, City Interconnect pump replacement, Hollow Dr. triple storm pipe rehabilitation project.

Working with Lylab for internet services.

Zoning Officer Report: Report submitted to Council.

Property Violation Report: Report submitted to Council.

Solicitor/Collections Report: Report submitted to Council.

Working on resolution for selling the borough properties, hockey agreement, work done on Lemon St, discussion about NLCRPD charter membership, update on property on Graystone Rd.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Resurfacing of the pool apron and the interior pool was finished on time. New filtration system has been installed – this is a large, improved filtration system.

Old Business:

Review of Committee Meeting Topics: Street/special projects for 2024 budget, Interviews & discussion for open council seat through 12/31/23, Draft agreement for Hockey League w/revisions, Punch list for Lemon St. ADA ramps/driveway project, MMO for 2024, Update on new office, Update on EMC, Account payables 8-24-23, Fire co. financials, Res. 872 appointing William Sharp as new council member, 6060 Main St. easement, July Committee mtg minutes, Res. 871 – Municibid items, ARPA- round 2 submission

New Business – Action Items:

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

1. *It was moved and seconded (Councilmember Herr, Councilmember Rannels) with unanimous approval by the board, to approve August 2, 2023, Council Meeting Minutes.*

2. Steve Leshner with East Petersburg Hockey League said he wanted to be sure that with this agreement, the liability does not fall on them if something happens during the off-season. Manager St. Clair said page 3 section 5.a. spells out that the league is only responsible for cleaning trash up during the Hockey season months/ day stated in the agreement. Mr. Leshner said if the intent is for the overall that is fine, but it sounds to him that this section is mostly about trash. Adam Gochnauer said three representatives from the Hockey League were at the last meeting when the agreement was being reviewed by council and this was discussed by the league and council at that time and no one said a word about it, so it was basically approved at that point by the hockey league. Mr. Gochnauer said at the last meeting held 2 weeks ago no one had an issue with this agreement and the content of the agreement was agreed upon, and the rink was used by the hockey league this past weekend because of this. Mr. Gochnauer said if the content of the agreement is not agreed upon and this does not get approved tonight, then the rink cannot be used. Mr. Gochnauer said this agreement has been out there for 2 months now and it was agreed upon at the last meeting so it would not be fair to everybody to have it changed now.

It was moved and seconded (Councilmember Gochnauer, Councilmember Sharp) with unanimous approval by the board, to approve the East Petersburg Inline Hockey League, Inc. Agreement as written

3. ***It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve the MMO, Minimum Municipal Obligation for 2024***
4. ***It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve payment to East Petersburg Fire Company in the amount of \$171,540.64 for building construction.***
5. ***It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve Resolution 874, Authorizing East Petersburg Borough Council to sell the real estate of 6040, 6050, & 6060 Main Street at a public auction on Saturday, October 14, 2023 at 10:00 a .m.***

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

1. ***It was moved and seconded (Councilmember Rannels, Councilmember Herr) with a 6-1 approval by the board for Rettew to advertise for the projects at 72 & Enterprise Rd. and 72 & Miller Rd. John Schick abstained due to his employment with Rettew.***

Announcements:

1. The next Borough Council meeting will be held on Tuesday, October 3, 2023
2. Appeals Board September 14 - 7 PM as needed
3. Planning Commission September 21 - 7 PM as needed
4. Zoning Hearing September 27 - 7 PM as needed
5. Committee September 28 - 6 PM
6. Carnival in the park takes place at East Petersburg Park on September 19, 20, 21, and 22. East Pete Day will be held September 23 beginning at 8:30 a.m. with a Kids Fun Run & 5K. Music, Food and Entertainment will continue throughout the day and the event will conclude with Fireworks starting at 9:30 p.m. Parade on September 23 will begin at 10:00 a.m. on Martin Drive.
7. Borough office is moving on October 6, the Borough office will be closed that day & re-open on Monday, October 9.

Adjournment: 7:40 p.m.

Executive Session for personnel matters: 7:46 p.m. - 8:16 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	October 3, 2023	7:00 p.m.
LOCATION:	Community Center	6051 Pine Street
ATTENDANCE:	Council Members:	Debra Miller, President John Schick, Vice President Adam Gochnauer, Pro Tem John Herr Randy Rannels William Sharp Sandra Valdez (Absent)
	Mayor:	James Malone
	Borough Manager:	Karen St. Clair
	Chief Water Operator:	Jeff Moseman

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

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

Visitor Comments:

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

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

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

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

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

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

Bill Payment: Reviewed by Council.

Police Report: Report Submitted to Council.

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

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

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

Minor changes will soon be made to the police building.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Mayor's Report: Mayor Malone was in attendance.

Mayor Malone pointed out the following:

This month is breast cancer awareness month.

It is National Book Month.

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

Emergency Medical Service: Report submitted to Council.

Adam Marden was not in attendance.

Emergency Services Coordinator: Reports submitted to Council.

Diane Garber was not in attendance.

Diane requested the following news release be read:

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

Fire Dept.: Report submitted to Council.

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

Borough Manager: Report submitted to Council.

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

Department Managers:

Jeff Moseman pointed out the following:

Water Dept.:

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

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

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

Public Works:

Signs for borough office have been installed.

Mailbox and no parking areas complete.

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

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

New employee was hired to replace employee who left.

MS4:

Reviewed/ submitted 2022-2023 Annual MS4 report.

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

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

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

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

Community pool was drained and winterized for the season.

Three auctions were held for items on Municibid.

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

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

Zoning Officer Report: Report submitted to Council.

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

Property Violation Report: Report submitted to Council.

Mainly rubbish and grass violations.

Solicitor/Collections Report: Report submitted to Council.

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

Old Business:

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

New Business – Action Items:

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

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

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

Announcements:

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

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

Adjournment: 8:17 p.m.

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

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	November 8, 2023	7:00 p.m.
LOCATION:	Community Center	6051 Pine Street
ATTENDANCE:	Council Members:	Debra Miller, President John Schick, Vice President Adam Gochnauer, Pro Tem John Herr Randy Rannels William Sharp Sandra Valdez Mayor: James Malone (Absent) Borough Manager: Karen St. Clair Chief Water Operator: Jeff Moseman

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: Don Schoenberger, Samuel Maurer, Tammy & Jeff Moseman, Erik Mause, Josh Roberts, James Swarr, Anette Rogers

Visitor Comments:

1. **James Swarr** asked about the status of 1945 State Street regarding the illegal vehicle parked in the rear of the property. He said he received an update on the status of this and received an e-mail about Ed Arsdale who was taking on the role of zoning officer. He also asked about the status of the zoning officer and said that he has heard several different names mentioned recently and residents should know who is doing this work. He also said he is researching officials doing inspections in unmarked vehicles.

Randy Rannels said Collin was removed from doing work in the borough because Council wasn't happy with the work he was doing. Ed Arsdale is doing the zoning work now, but the contract is with ARRO, and they are repositioning their staff, and we may have someone else again when this happens. Mr. Rannels said he does not have any more information on this, and pointed out that this is not a personnel issue because they are not borough staff members.

2. **Tammy Moseman** said she called the police for a trespassing issue and the police responded quickly and she appreciated the communication and the help.

Bill Payment: Reviewed by Council.

Police Report: Report Submitted to Council.

Lieutenant Burdis said it has been a busy month with 161 service calls in East Petersburg Borough. Josh Housler was hired, and he is a drug recognition expert, and they are happy to have him. Criminals are putting apple air tags on targeted cars at the car auction and then they track them to the dealership and steal them. In participation with Operation Safe, officers followed school buses on their morning routes and made sure there were no violators or issues on the routes. They used to get tons of applicants for positions and now they are working with a pool of 18 for the whole county. They have hired for 3 of the 4 open positions. Applicants that need to go to the academy can cost up to 75,000.00 before they are able to go out on the street. Retention is still a problem for them just like it is for everyone else.

Debra Miller asked how the traffic study went for car carriers on 72. Lt. Burdis said there are a large number of car

carriers that drive through the borough on 72 and they plan on doing a targeted detail for violations. He will let council know when this will happen.

Mayor's Report: Mayor Malone was not in attendance.

Emergency Medical Service: Report submitted to Council.

Adam Marden reported they responded to 19 calls in the borough with Tuesday around lunchtime being the busiest time. They just finished their annual training for their employees and focused on pediatric emergencies. He said unfortunately after this training they did receive 2 terrible pediatric calls in another municipality. He said this was a good refresher because they do not receive many calls for this. Another academy class began Oct. 27 – there are 5 employees attending from our region. They did receive 30 applications but could only pick five. An ambulance will soon be stationed in Manheim Borough. This will temporarily be housed at the Manheim fire co.

Emergency Services Coordinator: Report submitted to Council.

Diane Garber was not in attendance.

Fire Dept.: Report submitted to Council.

Roger Howard was not in attendance.

Don Schoenberger said they are still investigating the cause of the fire at 6130 Carpenter St. It is possible it was an electrical issue with an appliance.

Borough Manager: Report submitted to Council.

Settlement for 6060 Main is scheduled for November 14.

Jennifer will be attending the LIMC meeting for the borough.

Received notification Sager, Swisher and Co. will no longer be doing public sector audits. RFP's were sent out in search of auditors - should hear back in December.

Met with PLGIT and found out they can provide us with the same services our bank has, along with a variety of programs to earn interest on our money. These would be short term investments. They require a resolution in order for us to open an account with them. This is on the agenda under action items for tonight.

There were 2 RTK requests in October.

Some projects are wrapping up: Paving project on Lemon St by Affordable paving.

Meadow's project is not 100% complete. Next month Jeff will present foot bridge ideas to consider.

Randy Rannels asked when the grasses will be cut at the Meadows. Kevin Martin said it will be cut at the end of January or February. Randy Rannels said the first year the grasses were cut there were bird nests. Mr. Martin said they try to wait until it is frozen to avoid this.

Manager St. Clair said she heard back from the Manager at East Hempfield and was told they will not give us a credit and the board would not entertain any reduction. They cannot give us a breakdown of duties because they do not track time based on percentages. Randy Rannels asked if there is any plan to do anything about the EMC situation. He said he is disgusted with EHT and the way they responded with the fire service commission when he was involved with that. Manager St. Clair said this is a discussion council will need to have about what to do moving forward. We have to give our notice by October 15 if we are not going to renew the agreement, otherwise the agreement automatically renews each year. John Schick said in the past we had a hard time finding someone with the qualifications who wanted to take the EMC position. We are required to have this position filled. Mr. Rannels said the contract should be renegotiated. She is doing a fraction of the work she was doing, and we are still paying the same or more money. The amount budgeted for 2024 is \$27,000.00. John Schick said he would like to see the time she is putting into this and asked if she could keep a timesheet and pay her hourly for what she does for us. Sandra Valdez asked if this can be re-negotiated if there is a clause in there that allows for this. Manager St. Clair said the contract does not allow for this. John Schick said he would like to know who the other municipalities are using. Manager St. Clair said she will send the agreement to councilmembers to look at and she will find out who the other municipalities are using and also find out what certifications are needed. Josh Roberts said the County Emergency Service office could provide a list of emergency coordinators. This will be put on the agenda to discuss further next month.

Department Managers:

Kevin Martin pointed out the following:

Water Dept.: Curb stops on Pine Street were repaired. Fire Hydrants on Lemon St. have been repainted now that sidewalks are finished. Tie-in on Cottage has been completed for TOA and the bump in the road is gone. Replaced curb boxes on High St. DEP gave comments on NPDES compliance inspection report form 4-2023 and the water supervisor has responded. Koser Rd. spring pump permit application comments and questions were also responded to.

MS4: Stormpipes on Main, Lemon and Larch are scheduled to be jet cleaned next week. Meeting with ARRO for requirements 2023/2024 permit. Graded/mulched and planted grasses and wildflowers at Nitrate Plant. Penn State Extension has put a series of Free Stormwater Webinars together for residents – link to sign up is on website. DCNR grant was granted for \$250,000.00.

Public Works: Investigating new wireless security systems. Cleaned out old buildings. Nitrate bank grading with seeding and mulch. Rock area – last section finished. Lemon St. sidewalk project: Five people have not begun their work (one of the five did get a permit). One option is to get price from Robert Miller who has done most of the work on Lemon St. and it could be under the amount to put out to bid, or this could be bid in with the park sidewalk next year. John Schick said we should solicit three bids and see if any of them come in under the threshold to put it out to bid, and if we put it out now for spring, we might get a better price. He doesn't think including it in the park work would be ok because it wasn't part of the grant application. They needed to commit to doing the work by August 31. Kevin Martin said that as people were installing sidewalks on Lemon St., he was installing the new signs. There are still 2 signs on this street that need replaced.

He asked if we need to hang signs for soliciting. Council asked for costs for this. Kevin Martin said his guess would be 95-110 per sign. John Schick said he thinks it is not worth the money because the message is not going to get through to the people we want to stop. It was pointed out that the issue is the people coming in externally. This will continue to be put in the newsletters for residents to keep them informed and to let them know about the option to post "no soliciting" signs. Mr. Schick said that we are getting a good response from police and that the police action will set the tone to warn these solicitors we are not going to tolerate it.

Zoning Officer Report: Report submitted to Council.
Several permits issued for new homes in TOA.

Property Violation Report: Report submitted to Council.
ARRO did go out to check on violations and will continue to go back out and re-check.

Solicitor/Collections Report: Report submitted to Council.
Lancaster County Planning Commission has it on their agenda for December 11, 2023, to review the ordinance for Airbnb's and make recommendations to us. We then have a public hearing for input before it goes up for a vote for adoption.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Attended the Strategic Planning meeting on October 25. Trunk or Treat was very successful with approximately 2,000 participants.

Old Business:

Review of Committee Meeting Topics: Solicitation Ordinance update, 2024 Meeting dates, 2024 Banner Suspension, Account Payables 10/26/23, 3Q23 Financials, 2024 Budget, Misc. items from Manager and Council members, Fire Co. financials, September Committee Minutes, Updated UCC Board of Appeals agreement, Approve payment to Kline, Kreider & Good Auctioneers \$29,863.66 for sale of 6040, 6050 and 6060 Main, Award Traffic Signal Upgrade Project to lowest bidder – Telco, Inc., Executive session or 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 Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve October 3, 2023, Council Meeting Minutes.*

2. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve Meeting Dates for 2024.*
3. Manager St. Clair gave councilmembers a copy of a slight adjustment to water fund. It was line item 111, for operating supplies, decreased by \$2,000. The other item was line item 149, to increase this by \$1,500 for payroll tax. This will be adjusted for next month when the final budget is approved. Sandra Valdez asked if the budgeted number for auditors allowed for an increase if necessary now that we need to find a new company. Manager St. Clair said she always budgets high for this item to be sure it is covered. Debra Miller proposed raising the amount for the library by \$200.00 to increase if from \$3,300.00 to \$3,500.00. Councilmembers agreed to wait until next year to increase the amount further, because the amount budgeted was already discussed and agreed upon for 2024.

It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve proposed Budget for fiscal year 2024 as amended.

4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Sharp) with unanimous approval by the board, to advertise proposed Budget for fiscal year 2024.*
5. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve payment to East Petersburg Fire Co. in the amount of \$108,562.36 for building construction.*
6. Manger St. Clair said Amy Leonard, Solicitor, prepared two documents. One is for the person doing the soliciting and the other is for residents and it will be put on the website. This does not change the regulations.

It was moved and seconded (Councilmember Sharp, Councilmember Herr) with unanimous approval by the board, to approve document for information on Soliciting in East Petersburg Borough.

7. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve payment to Aquatic Resource Company in the amount of \$34,372.51 for the Meadows Bio-swale Project.*
8. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve Resolution 875, for submitting PLGIT (Pennsylvania Local Government Investing Trust) application to open investment fund accounts and to authorize Borough Manger, Karen St. Clair to sign all the necessary documents.*
9. *It was moved and seconded (Councilmember Valdez, Councilmember Rannels) with unanimous approval by the board, to approve payment to Affordable Paving and Excavating, LLC in the amount of \$9,633.05 for the Lemon Street ADA Ramp Replacement Project.*
10. *It was moved and seconded (Councilmember Schick, Councilmember Sharp) with unanimous approval by the board, to approve Resolution 876, Appointing Debra Miller, and Karen St. Clair to execute documents relating to the sale of Borough Real Estate.*
11. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve Traditions of America Phase 3 Escrow release request in the amount of \$278,265.50 for water improvements.*
12. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve Traditions of America Phase 3 Escrow release request in the amount of \$588,876.53 for site improvements.*

13. *It was moved and seconded (Councilmember Valdez, Councilmember Sharp) with unanimous approval by the board, to approve the consent letter for 6040 Main Street – Sale and Purchase of Real Estate.*

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

1. An executive session was held for personnel matters at the 9/28/2023 committee meeting, the motion was to approve the minutes that showed "none" for executive session. A motion is needed to amend the minutes.

It was moved and seconded by (Councilmember Sharp, Councilmember Valdez) to correct the September 28, 2023 committee meeting minutes to show an executive session was held from 8:28 p.m. – 9:08 p.m.

Announcements:

1. The next Borough Council meeting will be held on Tuesday, December 5, 2023
2. Appeals Board November 9 - 7 PM as needed
3. Planning Commission November 16 - 7 PM as needed
4. Zoning Hearing November 22 - 7 PM as needed
5. Committee January 25 – 6 PM
6. The office will be closed November 24 and 25 in observation of the Thanksgiving holiday.

Adjournment: 8:10 p.m.

Executive Session for legal and personnel matters: None.

Respectfully Submitted,
Kim Strayer, Recording Secretary

MINUTES OF THE REGULAR MEETING
OF THE EAST PETERSBURG BOROUGH COUNCIL

DATE AND TIME:	December 5, 2023	7:00 p.m.
LOCATION:	Community Center	6051 Pine Street
ATTENDANCE:	Council Members:	Debra Miller, President John Schick, Vice President (Absent) Adam Gochnauer, Pro Tem John Herr Randy Rannels William Sharp Sandra Valdez James Malone Mayor: Borough Manager: MS4/Project Supervisor:
		Karen St. Clair Jeff Moseman

President Miller called the regular Council meeting to order.

Pledge to Flag and Moment of Silence.

Visitors: David Conor, Michael Bingham, Tammy Moseman, Tony Lyrstis, Joyce & Frank Mokros, Samuel Maurer IV, Caleb Simmens, Justin Stolfus, Josh Roberts, James Swarr, Karyl Carmignani

Visitor Comments:

1. **James Swarr** said in 2022 the borough budgeted \$3,000.00 to Lancaster Library and in 2023 \$3,300.00 was allocated, which is a 10% increase. He asked if there was discussion about the increase. Manager St. Clair said she has always budgeted \$3,000.00 and was then asked to increase this amount to \$3,300.00. John Herr said he asked for this increase, and it was pointed out that there was a discussion, and this amount is less than what the library was requesting.

Discussion:

1. **Scott Liggins – Geneva Drive Boil Water Issue**

Mr. Liggins said there were some issues with the boil water notice that we issued on upper Geneva a few weeks ago. He gave a brief timeline: Every year we bring a company in to do a leak detection survey of the entire town. Last Fall, that company found a small leak in the Caroline Dr. cul-de-sac. Also, last Fall we had an emergency water main break in this area and a valve was broken during that repair. We were trying to put both projects together to minimize down time. We scheduled to have a contractor come in and take care of both at the same time. The letter then went out for the boil water because we anticipated the entire subdivision was going to be without water and require a boil water. From the time the letter went out to the actual dig date, the company came back in to do the 2023 leak survey and they did not find a leak there this time. He does not have an answer for why. Mr. Liggins said they did not want to dig up something that wasn't broken, so that changed the whole parameter of the job. We still figured there was going to be a large outage in that area due to the age of the equipment. The letter probably didn't have the same concern as it did initially and that's where some of the questions were received. Lisa Rossi asked if people were not affected why weren't they notified on the day of service saying to disregard the letter. Mr. Liggins said that would have been one way to handle it, but they decided to just put door hangers on the homes that were affected, and that's probably where the problem started. Ms. Rossi said the letter she received said until you hear further, continue boiling. Ms. Rossi said until a week ago her neighbor, who is in his 80's, was still boiling water. Mr. Liggins said he understands it was a miscommunication on his part. He was more concerned that everyone had notice who was potentially affected vs. somebody who does not get notice and is then affected. During this event everyone that had to boil, did boil. He said they will try to do better next time. A resident asked why all the homes that were not affected did not get door hangers. Mr. Liggins said everyone who could have been affected did get a letter, and everyone that was affected was given a door hanger the day the work began. When it was

repealed, the people affected got a door hanger saying they no longer had to boil. Randy Rannels asked what he will do in the future to avoid this happening again. Mr. Liggins said DEP does not require letters be sent out prior to a project starting, but he feels this advance notification is helpful. He agrees the wording should have been clearer and he will make sure the language in the letters are clearer. Mr. Rannels said the people who received the letter and not the door hanger probably should have been notified that they were not affected. Mr. Liggins said time did not allow for a new letter at that point. Josh Roberts asked if there is a standard SOP for this. Mr. Liggins said they are not required to send out a warning letter, the process for scheduled or emergency work is that if you have to cut into a pipe, it automatically starts the door hanger on a door for boil water notice. They then take water samples and when they receive the results back ok, the door hanger goes on the door to notify residents they can stop boiling water. Jeff Moseman said there are other approved methods of notification that are allowed, and they have tried a phone calling system, but this was not efficient. The most efficient way they have found to notify people of a BWA, is the door hangers. It was pointed out that it could be added to the website. Mayor Malone said that he read the letter and he read it as, you will be alerted that this will happen, and he feels some people may have misunderstood the letter and thought they were to boil the water anyway. Mr. Liggins pointed out that the letter was written with the best information they had at the time.

2. **Jeff Moseman – Bio-Swale Footbridge Presentation**

Mr. Moseman said there were many delays due to the multiple rainstorms and we are now back on track and ready for the next part of the project which is to install footbridges. There is a 3ft, deep slope on the berms so we need to bridge the gaps. We did receive a large amount of grant funding for the bio-swale project, but DEP is only applicable to stormwater components and the footbridges do not qualify. We will need to find another means of funding. Lancaster County Conservation District said they will be able to come up with partial funding through Lancaster County ARPA program in the amount of \$40,452.00 to partially fund two footbridges. The footbridges will be used to cross the lower depressions of the swale. The bridges will eliminate people having to walk through this area and cause damage in the swale. There are many options for materials and design, and we are looking for some input to move forward. The footbridge should be at least 4ft wide, matching sidewalk minimum ADA requirement. Pedestrians and bicyclists could easily share the footbridge safely. One of the footbridges should be 8ft wide with adequate weight capacity for UTV and zero turn mowers needed for bioswale and park maintenance. To receive funding for this aspect of the project, the bridges and trail work must be completed by the original CAP grant deadline of June 30, 2024. Because of these initial costs (greater than \$22,500) the project will have to be placed for bid. There are several details that need to be considered regarding style, design and building materials to begin this process.

Three options available:

Penn Dutch Structures wood or vinyl: cost for 30' x 4' Vinyl Victorian is \$20,805.00 and cost for 30' x 8' Vinyl Victorian is \$35,675.00 - This is not through Costars. Foundation and footers are not factored in price. Site preparation and foundation installation will be needed. Warranty is 5 years.

Bedford Reinforced Plastics fiberglass-reinforced polymer: cost for ready-span p series 30' x 4' is \$22,870.00 and cost for ready-span pv series 30' x 8' is \$26,250.00 – This is not through Costars. Installation and footers are not included. Warranty is 25 years.

Contech Construction Products Inc. weathered steel: cost for 30' x 4' weathered steel is \$65,000 and cost for 30' x 6' weathered steel is \$75,000.00 - This is through costars, footers are included, installation is not included. Warranty is 10 years.

He does not have cost for installation of footers.

These do all exceed the bidding threshold limitations which would require us to put out to bid. We will need bid specs. Need to decide on a design. John Herr asked do we need the 8' or can we get the mowing equipment through the smaller design. Mr. Moseman said all the equipment cannot fit through the smaller bridge so he would recommend the wider bridge. Adam Gochnauer said the fiberglass reinforced polymer would actually be the better material and it is less maintenance and costs the least. Mr. Moseman said the cost could be less because of the process they use to make it. Shipping should be less expensive also.

Michael Bingham said he would recommend doing separate bid documents; one for the materials and one for the installation because if you do it all in one, a contractor is going to put a markup on those materials. They will pay the \$25,000.00 per bridge and then charge you \$5,000.00 per bridge, plus installation. Mr. Moseman asked if they can be considered 2 separate projects, and if the footers come in cheaper than the

\$22,500.00, could that be done without the bid process. Mr. Bingham said you have to publicly bid this out for materials or for project. Mr. Bingham said to run this by Amy Leonard.

Sandra Valdez asked if this is for sure and is there a timeline. Mr. Moseman said this is the dollar amount they came up with. The part of the project for the bioswale that we have grant funding for currently closes in June 2024. The bridges need to be put in place for the project to be considered finished and closed out. This is why we need to determine what we want, so this can be put out to bid at the start of the new year to get these bridges installed on time. Council was in agreement on the bridge made with reinforced polymer material. This will go on the January 2 agenda for a vote. John Herr asked if that will allow enough time to have the bridges installed. Mr. Moseman said yes.

3. **Emergency Services Coordinator Update**

Manager St. Clair said beginning in 2024, we will no longer have Diane Garber as our Emergency Services Coordinator. She has started looking into finding someone to fill this position. She reached out to Millersville University program but has not heard back. She reached out to Representative Sturla, and they had no leads. When this came about she remembered Josh Roberts had expressed interest at a previous meeting, so she reached out to him. She met with Mr. Roberts and said he does have a lot of his certifications, and pointed out that with this position one-year is given to acquire all certifications. Josh Roberts said it is a big loss not having Diane Garber going into the next year. He said she does provide a valuable service and has a lot of experience and has been helpful to us and it is unfortunate that it did not work out. There is a check list of certifications put out by PEMA that are needed within your first year. Most of them are online and a few are in-person. There is also a check list of professional certifications with another list of items that need to be completed by the end of year three. Mr. Roberts said he has most of what is needed for year one, except for two in-person classes; one is \$150.00. He would also need three short online classes. He said he is willing to step in and do this, but he does not know that this is a sustainable solution. He said he thinks the money should be kept in the budget for this. In the meantime, he can be that person for a year or two until the borough finds a more sustainable solution. He feels this should be a paid position and did look at what was paid out over the last few years. He believes we were overpaying by a significant amount. He said from what he has factored in, it is a 400 hour/20% position - \$16,000 – \$20,000 to get someone part-time. He would be fully dedicated to working with our fire department, EMS, and police department to be sure there is continuity and to allow the borough time to do what is needed to find a sustainable solution. He said he is invested in the town, and he is here if needed. Debra Miller said he has been working on his certification for the past few weeks. Mr. Roberts said his EMS days are long behind him, but the borough is in a position where this needs to be addressed, so he would be willing to do this for 1 or 2 years to allow the borough time to find someone. Sandra Valdez thanked Mr. Roberts for stepping up and offering to help the community and give the borough time to find a candidate to take over.

Tammy Moseman asked if Diane Garber resigned. Manager St. Clair said she did not resign, East Hempfield decided to terminate the agreement immediately. Manager St. Clair talked with Manager of East Hempfield, and it was agreed to give us until the end of the year. In January, Council can make a recommendation on how to move forward. John Herr asked Mr. Roberts if he wanted the borough to keep trying to find somebody. Mr. Roberts said if the borough finds somebody that is qualified and willing, he is ok with that. He said it is up to council if they want to decide tonight, he is willing to do it. If they want to wait until the January 2nd meeting and someone comes forward that has all the qualifications and it keeps us in a good spot, that is fine too. Randy Rannels thanked Josh Roberts for stepping up and said he did review the documentation that was submitted and feels he is qualified to step in and do the position.

Randy Rannels said on November 27, there was an article in the paper related to this subject, and he was misquoted on something he said during the November 8th meeting. He asked Karyl Carmignani to do a correction on the article. He said the article incorrectly quoted him saying "Diane Garber is shafting the borough by not attending the meetings and cutting and pasting her reports." Mr. Rannels said this quote is not correct. What was stated in recordings made by the borough was, "We are getting shafted, and it is pissing me off." Mr. Rannels explained he used this language because he is fed up with East Hempfield Township. He was on the fire services commission, and feels they just do whatever they want, and they try and just push us around, so this is the reason for his language. He told Ms. Carmignani he would appreciate if she would correct that statement in the paper and asked if this is possible. Ms. Carmignani said sure and told him he can contact LNP and sort it out with them. Ms. Carmignani said she will google who to contact and let him know.

Bill Payment: Reviewed by Council.

Police Report: Report Submitted to Council.

Lieutenant Burdis said there were 190 dispatch calls in November. The calls included 22 for traffic stops and 8 for crashes. There were 14 crimes relating to a rash of thefts between 11/19 – 11/22 that included one stolen car and a few stolen Catalytic converters. Mr. Burdis said patrols cannot be everywhere, all the time. Cadillac converters are being stolen everywhere these days. He recommended keeping all car doors locked.

Lt. Burdis said they have a program called Blue Christmas and through this program they like to help out members of the community. Last month they learned there was a member of the community that wasn't able to take care of their obligated concrete project. They reached out to some really kind vendors, and they took care of the whole project. Manager St. Clair and Council thanked Lt. Burdis for doing this.

Mayor's Report: Mayor Malone

Mayor Malone said he has had communications with officers. Attended PA Mayors Association meeting. Topics covered at this meeting were updates on radar coalition and new tact for speed control. He is working on understanding the grants, coverage, and if it is viable. It seems viable in a city but not sure how functional it is in rural areas.

Discussions on homelessness services.

Joyce Mokros asked if we have a homeless problem in this area. Lt. Burdis said this issue is increasing in other areas, but we have not had an ongoing issue with this in East Petersburg Borough. Lt Burdis pointed out that homelessness is not a crime.

Emergency Medical Service: Report submitted to Council.

Nate Buchanon will be the new representative for the borough. He was not in attendance.

Emergency Services Coordinator: Report submitted to Council.

Diane Garber was not in attendance.

Fire Dept.: Report submitted to Council.

Roger Howard was not in attendance.

Borough Manager: Report submitted to Council.

Next month council will need to appoint a representative to the NLCRPD board. Currently Adam Gochner is our primary representative and the Mayor is our alternate. If this is changing she will need to know. A resolution for this will be on the Jan. agenda.

2024 Budget Summary is on the agenda for approval:

General Fund:

No tax increase for 2024. Tax millage will remain 5.527 (General Tax mill is 4.474, Fire Tax mill is .780).

2024 Projected Budget: \$2,443,500.00

Total Expenditures = \$2,390,600.00 to include administration, building improvements, public safety, planning/zoning, street repairs/maintenance, MS4 parks/rec, insurance-vehicle & employee, payroll & tax expenses, and interfund transfers.

Water Operating Fund:

Water increase of 3% for 2024: The projected revenue will help fund: water meter project, equipment, equipment maintenance, Pine Street water main replacement-(3)phases, replacement of both pumps at City Interconnect, water tanks maintenance, vehicle replacement (06 vehicle), Koser Road Spring pumps, and stipulations required by DEP to maintain all facilities and water projects not funded by grants.

Trash Fund:

Trash rate increase of \$3.50/quarter for 2024. Effective January 1, 2024, the trash rates will be \$73.00/quarter (\$292/year).

For more itemized information of the 2024 proposed budget, it will be available for public viewing during the hours of 9am – 2pm, Monday through Friday at the borough office.

Chancey's Pub is currently under agreement. In 2001 the borough and Chancey's Pub entered into an agreement for parking. This agreement will need to be transferred to the new owner. Amy Leonard is currently reviewing this agreement.

Liquid fuels audit was done on November 9 – there were no findings. Report will be forwarded to council when it is received.

A resolution to amend the pension plan is on the agenda – this delays the date in which a participant must make a distribution.

Cathleen Panus submitted her resignation as tax collector. It is on the agenda to accept her resignation and appoint Lancaster county as the tax collector.
Lancaster County Planning Commission recommended approval of the amendments. This is on the agenda to approve the advertising for the amendment.

Department Managers:

Jeff Moseman pointed out the following from the department reports:

Water Dept.: The annual system leak survey completed – no leaks found. Attended DEP seminar on upcoming PFAS water testing that will begin in 2024. Broken valve replaced on Geneva Dr. Hydrant flushing in targeted areas. DEP has approved our application for the Koser Rd. Spring pump replacement.

Public Works: Preparing vehicles for snow. Organized/ cleaned up the maintenance garage. Sweeping and cleaning up leaves in borough streets and storm grates. Received pricing for remaining Lemon St. sidewalks. Repaired sink hole in park.

MS4/Special Projects: Storm pipes were cleaned by JG Environmental to remove debris on Lemon St, Pine St, Larch Ave, and Lemon St. A freightliner full of stone was removed. Attended Penn State stormwater webinars. Hollow Dr. Riparian Buffer tree tube maintenance - trees are doing well. MS4 violations: grass in the street, fluid spills on roadway. Grant updates: ARPA PA Small Water & Sewer H20 grant – did not find out at 11/21 meeting if grant was approved; hoping to find out January or March. Lancaster County ARPA funding meeting on 12/11 to review funding; awaiting approval. Department of Agriculture has reached out to all municipalities re: new fertilizer law that was passed 7/11/22. There are pamphlets near the back table explaining the do's and don'ts and the rule changes of spreading fertilizer. Up to this point licensing was only needed for spreading pesticides, there is now some licensing needed to spread fertilizer. It was pointed out that this is being done to avoid discharge going into the Chesapeake bay.

Zoning Officer Report: Report submitted to Council.
Continued permits issued for new homes in TOA.

Property Violation Report: Report submitted to Council.
There is someone now going out checking.

Solicitor/Collections Report: Report submitted to Council.
Collections remain steady.

HARC: (Hempfield Area Recreation Commission) – Debra Miller – Making progress on the 10-year strategic plan by identifying core values.

Old Business:

Review of Committee Meeting Topics: No meeting in November and 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 Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve November 8, 2023, Council Meeting Minutes.*
- 2. It was moved and seconded (Councilmember S. Valdez, Councilmember W. Sharp) with unanimous approval by the board, to approve the Budget for fiscal year 2024.*
- 3. It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve Resolution 877, setting trash rates for 2024.*
- 4. It was moved and seconded (Councilmember Valdez, Councilmember Herr) with unanimous approval by the board, to approve Resolution 878, setting water rates for 2024.*
- 5. It was moved and seconded (Councilmember Gochnauer, Councilmember Sharp) with unanimous approval by the board, to approve Resolution 879, setting the tax rate for 2024.*

6. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve Resolution 880, updating the fee schedule to reflect the water and trash rates, effective January 1, 2024.*
7. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve letter of resignation from Cathleen Panus as Tax Collector.*
8. *It was moved and seconded (Councilmember Sharp, Councilmember Rannels) with unanimous approval by the board, to approve Resolution 882, Appointing Lancaster County Treasurer as Tax Collector for East Petersburg Borough.*
9. *It was moved and seconded (Councilmember Valdez, Councilmember J. Herr) with unanimous approval by the board, to approve resolution 881, Banner schedule for 2024.*
10. *Council agreed to Table moving forward Re: Intersection study for Ridge and Carpenter until after the new year, due to one of the action items tonight is to appoint a new engineering firm for 2024.*
11. *It was moved and seconded (Councilmember Rannels, Councilmember Sharp) with unanimous approval by the board, to approve Holidays for 2024.*
12. *It was moved and seconded (Councilmember Valdez, Councilmember Gochnauer) with unanimous approval by the board, to approve Resolution 883, the Amendment of the East Petersburg Borough Pension Plan in order to comply with the Setting Every Community Up for Retirement Enhancement Act of 2019. Conrad Siegle, as the agent for East Petersburg Borough, is authorized and directed to execute the attached amendment to the Plan.*
13. *It was moved and seconded (Councilmember Gochnauer, Councilmember Sharp) with unanimous approval by the board, to approve Resolution 884, Appointing Systems Design Engineering to provide General Engineering Services and Consulting Services, such as Subdivision and Land Development, Site Construction Inspection, Project Design and Management, Zoning Enforcement Officer, Grant Application, MS4 and Traffic Design, and Engineering.*

Systems Design will be replacing ARRO and will begin working in the borough in January. A list of staff working throughout the Borough from this agency will be shared at the January meeting.
14. *It was moved and seconded (Councilmember Valdez, Councilmember Sharp) with unanimous approval by the board, to approve advertising for a public hearing and the adoption of the Zoning Ordinance Amendment contingent on the outcome of the December 11, 2023 Lancaster County Planning Committee Meeting.*

The public hearing will be held at the January 25, 2024 committee meeting.

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

Announcements:

1. The next Borough Council meeting will be held on Tuesday, January 2, 2024
2. Appeals Board December 14 - 7 PM as needed
3. Planning Commission December 21 - 7 PM as needed
4. Zoning Hearing December 27 - 7 PM as needed
5. Committee January 25 – 6 PM
6. Santa in the Park will be held at the Community Center December 8 from 5:00 – 7:00 pm and December 9 from 9:00 – 11:00 p.m. and 12:00 – 2:00 p.m.
7. The office will be closed December 22 and 25 in observation of the Christmas holiday.
8. New Years eve in the park has been cancelled. This event will no longer be held in the borough.
9. There is an open seat on Zoning Hearing Board, interested parties should contact the borough office

Adjournment: 8:23 p.m.

Executive Session for legal and personnel matters: None.

Respectfully Submitted,
Kim Strayer, Recording Secretary