



East Petersburg Borough

6076 Pine Street, Suite A ~ East Petersburg, Pennsylvania 17520
Phone 717-569-9282 ~ Fax 717-569-3731 ~ <http://www.eastpetersburgborough.org/>

COUNCIL MEMBERS

Debra Miller, President
John Schick, Vice President
Adam Gochnauer, Pro-Tem Member
John Herr, Member
Randy Rannels, Member
Sandra Valdez, Member
William Sharp, Member

MAYOR

James Malone

STAFF

Manager St. Clair, Borough Manager
Kevin Martin, Public Works Supervisor

COUNCIL MEETING AGENDA JANUARY 2, 2024

East Petersburg Reorganizational Meeting

ELECTED OFFICIALS SWORN IN BY – Mayor Malone

Borough Council for 2024

1. Adam Gochnauer, 4-year term
2. John Herr, 4-year term
3. Debra Miller, 4-year term
4. William Sharp, 4-year term

** Notation: All members presented the Affidavit of Residency and Statement of Financial Interest and all have been sworn in and Oath of Office has been completed and ALL documents have been turned over to the Borough Secretary.

CALL MEETING TO ORDER – Mayor Malone

MOMENT OF SILENCE/PLEDGE TO FLAG

Nomination and Election of President

Nomination and Election of Vice President

MEETING TURNED OVER TO PRESIDENT

Nomination and Election of Pro Tem

Review/Approve appointed service organizations for 2024:

- Solicitor – Henry & Beaver Law Firm
- General Borough Engineer- Systems Design Engineering, or appointed by project
- Water Engineer – System Designs Engineering
- Auditor – Unknown
- Zoning Officer – System Designs Engineering



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- Sewage Enforcement Officer – System Designs Engineering
- Property Maintenance Compliance Enforcement Officer – System Designs Engineering
- UCC Compliance Officer – System Designs Engineering
- Zoning Hearing Board Solicitor – Janice Longer, Law offices of Appel, Yost, & Zee, LLP

***CALL THE REGULAR MEETING TO ORDER**

1. VISITORS/COMMENTS FROM THE PUBLIC

2. DISCUSSION RE: EMERGENCY MANAGEMENT COORDINATOR POSITION

A. Violet De Stefano

3. FINANCIAL: BILL PAYMENT REVIEW

4. REPORT REVIEW

- A. Police – Chief Kilgore
- B. Mayor – James Malone
- C. Penn State Life EMS – Nathaniel Buchanan
- D. EMC
- E. Fire Company – Roger Howard
- F. Borough Manager – Karen St. Clair
- G. Department Supervisor – Kevin Martin
- H. Zoning Officer – ARRO Consulting
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

5. OLD BUSINESS

Review of Committee Meeting Topics: No meeting in November and December.

6. NEW BUSINESS – ACTION ITEMS

- A. Review/Approve December 5, 2023, Council Meeting Minutes.
- B. Review/Approve Resolution 885, appointing members to NLCRPD
- C. Review/Approve Resolution 886, appointing Dave Schott to Zoning Hearing Board
- D. Review/Approve Resolution 887, appointing members to various boards
- E. Review/Approve 2024 Fire Police Events Schedule to include any additional



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- F. Review/Approve Operation and Maintenance (O&M) Agreement between East Hempfield Township and East Petersburg Borough for traffic signal advanced warning signage for the Graystone Road and Main Street (PA SR 72) project.
- G. Motion to recommend Josh Roberts to perform the functions of an Emergency Management Coordinator for East Petersburg Borough on a Temporary Basis until one is permanently appointed.
- H. Motion to approve and for Manager St. Clair to sign the Cohen Law Group proposal for Right-of-Way Management Ordinance Services

7. EXTRA ITEMS: ISSUES ARISING IN THE LAST 24 HOURS

- A. Review/Approve the Assignment of Improvement Agreement if the property of Chancey's Pub transfers.

8. ANNOUNCEMENTS

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

9. EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS (IF NEEDED)

10. ADJOURNMENT