

# **EAST PETERSBURG BOROUGH COMMITTEE MEETING AGENDA**

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

**Mayor:** James Malone

**Staff:** Karen St. Clair, Borough Manager

**Borough Solicitor:** Amy Leonard, Henry & Beaver

## **COMMITTEE MEETING AGENDA**

**January 23, 2025**

### **CALL COMMITTEE MEETING TO ORDER**

### **MOMENT OF SILENCE/PLEDGE TO FLAG**

#### **1. PUBLIC COMMENTS/VISITORS**

A. Miranda Weiss – Girl Scout Cadette

#### **2. AGENDA ITEMS for DISCUSSION ONLY:**

- A. Violet De Stefano: Discuss “special needs registry”
- B. Karen/Amy: Planning Commission policy
- C. Karen/Mayor/Amy: Resolution between council and mayor to authorize Borough Manager to act within the executive branch with NLGRP?
- D. Karen: update on projects and future grants
- E. Karen: follow-up 5890 Main Street – stormwater issue
- F. Makers Market-Christmas in July
- G. Review Account Payables 01/23/2025
- H. Karen: Review 4Q24 Financials
- I. Misc Items
- J. Fire Company Financials – For Review Only

#### **3. NEW BUSINESS – ACTION ITEMS – Council may discuss/deny/approve**

A. October 2024 Committee Meeting Minutes.

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

#### **5. ANNOUNCEMENTS**

A. The next Borough Council meeting will be held on Tuesday, February 4, 2025, and the next committee meeting will be on Thursday, February 27, 2025.

#### **6. EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS (IF NEEDED)**

#### **7. ADJOURNMENT**

# **EAST PETERSBURG BOROUGH COMMITTEE MEETING AGENDA**

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

**Mayor:** James Malone

**Staff:** Karen St. Clair, Borough Manager

**Borough Solicitor:** Amy Leonard, Henry & Beaver

**Borough Engineer:** Michael Bingham, Systems Design Engineering

**ProjectMS4 Supervisor:** Jeff Moseman

**Water Supervisor:** Scott Liggins

## **EAST PETERSBURG BOROUGH SPECIAL MEETING AGENDA**

**Thursday, February 27, 2025, 6pm.**

### **CALL SPECIAL MEETING TO ORDER**

### **MOMENT OF SILENCE/PLEDGE TO FLAG**

1. Karen St. Clair
2. Michael Bingham (Borough Zoning Officer & Engineer) and Jeff Moseman (Project Supervisor): Discussion of a proposed traffic change: Pine Street a one (1) way street – north to south.
3. Public Comments
4. Adjournment

## **COMMITTEE MEETING AGENDA**

**February 27, 2025**

### **CALL COMMITTEE MEETING TO ORDER**

#### **5. PUBLIC COMMENTS/VISITORS**

Jeff Kish – HYA (Hempfield Youth Association).

#### **6. AGENDA ITEMS for DISCUSSION ONLY:**

- A. PFAS settlement
- B. Location of EP Pool vending machines; (1) snacks and (1) drinks.
- C. Review projects that went out to bid; Lemon Street, Park/Basketball, Fog Seal-Hollow & Stevens
- D. Review State Street Pipelining Quote
- E. 2025 LCCD (Lancaster County Conservation District) MOU
- F. Hometown Hero Banner Program
- G. Hands on House Children's Museum Touch a Truck – Saturday, April 26, 2025
- H. Resolution 912 - Disposition of Records
- I. Review FY2024 financial audit
- J. Review Account Payables 02/27/2025
- K. Misc Items
- L. Fire Company Financials – For Review Only

# **EAST PETERSBURG BOROUGH COMMITTEE MEETING AGENDA**

## **7. NEW BUSINESS – ACTION ITEMS – Council may discuss/deny/approve. Consider a motion for the following:**

- A. January 2025 Committee Meeting Minutes.
- B. PFAS Legal Service Agreement between East Petersburg Borough and the law firm of Baron & Budd, P.C. and Cossich, Sumich, Parsiola & Taylor, LLC. Attorney fees are contingent upon recovery at 25%. No recovery, no fee.
- C. Award the lowest bidder, AMS - Asphalt Maintenance Solutions LLC for the Lemon Street Ultra-Thin Paving project in the amount of \$125,987.59. The approval is contingent pending review of all documents by the borough solicitor and borough engineer.
- D. Award the lowest bidder, Martin Paving Inc for the Basketball Court & Parking Lot Paving project in the amount of \$68,480.00. The approval is contingent pending review of all documents by the borough solicitor and borough engineer.
- E. Award the lowest bidder, Midland Asphalt for the Fog Seal project of Hollow Drive & Stevens in the amount of \$80,905.44. The approval is contingent pending review of all documents by the borough solicitor and borough engineer.
- F. Proceed with the Hometown Heroes Banner Program with HTH- \_\_\_\_\_, 30" x 60" banner, post the program information to the borough's website and send out an email blast about the program. The deadline to submit an application with a photo of a hometown hero in uniform is April 7, 2025.
- G. Hempfield Youth Association (HYA) to pave the dugout and behind home plate backstop at the Softball field located at 2575 Graystone Road.

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

## **9. ANNOUNCEMENTS**

- A. The next borough council meeting will be held on Tuesday, March 4, 2025, and the next committee meeting will be on Thursday, March 27, 2025.

## **10. EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS (IF NEEDED)**

## **11. ADJOURNMENT**

# **EAST PETERSBURG BOROUGH COMMITTEE MEETING AGENDA**

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

**Mayor:** James Malone

**Staff:** Karen St. Clair, Borough Manager

**Borough Solicitor:** Amy Leonard, Henry & Beaver

## **COMMITTEE MEETING AGENDA**

**March 27, 2025**

### **CALL COMMITTEE MEETING TO ORDER**

### **MOMENT OF SILENCE/PLEDGE TO FLAG**

#### **1. PUBLIC COMMENTS/VISITORS**

#### **2. AGENDA ITEMS for DISCUSSION ONLY:**

- A. Review draft for capital reserves resolution #913
- B. Jeff: pickleball privacy & sound mitigation fence
- C. Jeff: cost to remove old tennis courts-Graystone Road
- D. Karen: review ambulance services report
- E. 2025 Lancaster County DTF contribution
- F. Review account payables 03/27/2025
- G. Misc Items
- H. Fire Company Financials – For Review Only

#### **3. NEW BUSINESS – ACTION ITEMS – Council may discuss/deny/approve**

- A. February 2025 Committee Meeting Minutes.

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

#### **5. ANNOUNCEMENTS**

- A. The next Borough Council meeting will be held on Tuesday, April 1, 2025, and the next committee meeting will be on Thursday, April 24, 2025.

#### **6. EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS (IF NEEDED)**

#### **7. ADJOURNMENT**

# **EAST PETERSBURG BOROUGH COMMITTEE MEETING AGENDA**

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

**Mayor:** James Malone

**Staff:** Karen St. Clair, Borough Manager

**Borough Solicitor:** Amy Leonard, Henry & Beaver

## **COMMITTEE MEETING AGENDA**

**April 24, 2025**

### **CALL COMMITTEE MEETING TO ORDER**

### **MOMENT OF SILENCE/PLEDGE TO FLAG**

#### **1. PUBLIC COMMENTS/VISITORS**

#### **2. AGENDA ITEMS for DISCUSSION ONLY:**

- A. Review draft for special needs registry
- B. State Street Pipelining Project update/Hollow Drive Triple Storm Pipe
- C. Pine Street Water Main Replacement Bids
- D. Review letter to PennDOT – no (R) turn from Main Street onto State Street
- E. Mayor Malone's Resignation/appointing someone to fill vacant seat
- F. Hometown Hero Banner Project update
- G. Review account payables 04/24/2025
- H. Review 1Q25 Financials
- I. Misc Items
- J. Fire Company Financials – For Review Only

#### **3. NEW BUSINESS – ACTION ITEMS – Council may discuss/deny/approve. Consider a motion for the following:**

- A. March 2025 Committee Meeting Minutes.
- B. Accept Mayor Malone's Resignation effective April 30, 2025
- C. Award to the lowest bidder, \_\_\_\_\_ for the Pine Street Water Main Replacement project in the amount of \$ \_\_\_\_\_. The approval is contingent upon review of the Borough Engineer and Solicitor.

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

#### **5. ANNOUNCEMENTS**

- A. The next Borough Council meeting will be held on Tuesday, May 6, 2025, and the next committee meeting will be on Thursday, May 22, 2025.

#### **6. EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS (IF NEEDED)**

#### **7. ADJOURNMENT**

# EAST PETERSBURG BOROUGH COMMITTEE MEETING AGENDA

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

**Mayor:** Vacant Seat

**Staff:** Karen St. Clair, Borough Manager

**Borough Solicitor:** Amy Leonard, Henry & Beaver

## COMMITTEE MEETING AGENDA

May 22, 2025

### CALL COMMITTEE MEETING TO ORDER

### MOMENT OF SILENCE/PLEDGE TO FLAG

#### 1. PUBLIC COMMENTS/VISITORS

#### 2. AGENDA ITEMS for DISCUSSION ONLY:

- A. Interviews for open mayor seat through 01/01/2026
  - 1. Samuel Maurer
  - 2. Bill Trovato
  - 3. John Wolf
  - 4. Dereck Duffy
- B. Council: open discussion on interviews for Mayor
- C. NLCRP Commission Representative
- D. PFAS Claim Update
- E. Community Park Playground Equipment
- F. State Street Pipelining Update
- G. Lancaster County Bicycle Club
- H. Street sweeper
- I. Review account payables 05/22/2025
- J. Misc Items
- K. Fire Company Financials – For Review Only

#### 3. NEW BUSINESS – ACTION ITEMS – Council may discuss/deny/approve. Consider a motion for the following:

- A. April 2025 Committee Meeting Minutes.
- B. Resolution 915, appointing \_\_\_\_\_ to fill vacancy of Mayor of East Petersburg Borough, and to hold said office until January 5, 2026 pursuant to section 901 of the Borough Code, 8 Pa.C.S.A. § 901.

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

#### 5. ANNOUNCEMENTS

- A. The next Borough Council meeting will be held on Tuesday, June 3, 2025, and the next committee meeting will be on Thursday, June 26, 2025.

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

#### 7. ADJOURNMENT

# **EAST PETERSBURG BOROUGH COMMITTEE MEETING AGENDA**

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

**Mayor:** Bill Trovato

**Staff:** Karen St. Clair, Borough Manager

**Borough Solicitor:** Amy Leonard, Henry & Beaver

## **COMMITTEE MEETING AGENDA**

**June 26, 2025**

### **CALL COMMITTEE MEETING TO ORDER**

### **MOMENT OF SILENCE/PLEDGE TO FLAG**

#### **1. PUBLIC COMMENTS/VISITORS**

- A. Rob Walker – Warwick Community Ambulance

#### **2. AGENDA ITEMS for DISCUSSION ONLY:**

- A. Pine/Broad Street stop sign
- B. Park Renovations – Porta potties?
- C. MS4 Presentation
- D. Transfers to PLGIT
- E. Review account payables 06/26/2025
- F. Misc Items
- G. Fire Company Financials – For Review Only

#### **3. NEW BUSINESS – ACTION ITEMS – Council may discuss/deny/approve. Consider a motion for the following:**

- A. May 2025 Committee Meeting Minutes.
- B. Resolution 917, transfer \$800,000 from general reserves & \$150,000 from water reserves to PLGIT Investment Fund Accounts.

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

#### **5. ANNOUNCEMENTS**

- A. The next Borough Council meeting will be held on Tuesday, July 1, 2025, and the next committee meeting will be on Thursday, July 24, 2025.

#### **6. EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS (IF NEEDED)**

- A. Personnel matters

#### **7. ADJOURNMENT**

# **EAST PETERSBURG BOROUGH COMMITTEE MEETING AGENDA**

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

**Mayor:** Bill Trovato

**Staff:** Karen St. Clair, Borough Manager

**Borough Solicitor:** Amy Leonard, Henry & Beaver

## **COMMITTEE MEETING AGENDA**

**July 24, 2025**

### **CALL COMMITTEE MEETING TO ORDER**

### **MOMENT OF SILENCE/PLEDGE TO FLAG**

#### **1. PUBLIC COMMENTS/VISITORS**

#### **2. AGENDA ITEMS for DISCUSSION ONLY:**

- A. EPFC – LSA Grant
- B. Amy/Karen: Review amendments to Chapter 116 parking regulations
- C. Amphitheater sponsor sign quotes
- D. Kingdom of Wonders – Acrobat event
- E. Review EMCs ICA (independent contractor agreement)
- F. Review Uniform and Boot Policy
- G. Review account payables 07/24/2025
- H. Review 2Q25 Financials
- I. Review 2026 draft budget items for G/W/T funds.
- J. Misc Items
- K. Fire Company Financials – For Review Only

#### **3. NEW BUSINESS – ACTION ITEMS – Council may discuss/deny/approve. Consider a motion for the following:**

- A. June 2025 Committee Meeting Minutes.
- B. Kingdom of Wonders Acrobat event at the Community Park on Friday, August 8<sup>th</sup>.

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

#### **5. ANNOUNCEMENTS**

- A. The next Borough Council meeting will be held on Wednesday, August 6, 2025, due to the National Night Out event on Tuesday, August 5<sup>th</sup> from 6-8pm and the next committee meeting will be on Thursday, August 28, 2025.

#### **6. EXECUTIVE SESSION FOR LEGAL & PERSONNEL MATTERS (IF NEEDED)**

#### **7. ADJOURNMENT**