



East Petersburg Borough

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

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

Mayor: James Malone

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

January 7, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

A. Scott Buchle, Penn State Health Life Lion

3. Financial: Bill payment review

4. Report Review

A. Police – Chief Kilgore

B. Mayor – James Malone

C. Penn State Life EMS

D. EMC - Violet DeStefano

E. Fire Company – James Rohrer

F. Borough Manager – Karen St. Clair

G. Public Works, Water, and MS4/Project Reports

H. Zoning Officer – System Designs Engineering

I. Permits Issued

J. Current Property Violations

K. Solicitor – Amy Leonard

L. Collections – Amy Leonard

M. HARC – Debra Miller

5. Old Business

Committee Meeting Topics – Next meeting will be held January 23, 2025.

6. New Business – Action Items

A. Motion to approve Appointed Service Organizations for 2025:

- Solicitor - Henry Beaver Law Firm
- General Engineer - Systems Design Engineering or appointed by project.
- Zoning Officer - Systems Design Engineering
- Sewage Enforcement Officer - Systems Design Engineering
- Property Maintenance Enforcement Officer - Systems Design Engineering
- UCC Compliance Officer - Systems Design Engineering
- Water Engineer - System Design Engineering
- Zoning Hearing Solicitor - Janice Longer, Law office of Apell, Yost and Zee
- Auditors – White and Rudy, CPA's

B. Motion to approve December 3, 2024, Council Meeting Minutes.

C. Motion to approve Resolution 908, appointing Samuel Maurer IV, as member of the Zoning Hearing Board.

D. Motion to approve Resolution 909, updating appointment list for 2025.

E. Motion to not approve Horst's request to remove & rebuild the barn located at 5890 Main Street.

F. Motion to approve 2025 Fire Police Events Schedule to include any additional.

G. Motion to approve Traditions of America Phase 3, Bond Number SU1184172 Escrow Release Request in the amount of \$172,816.74 for site improvements. The request has been reviewed and approved by Michael Bingham of SDE-Systems Design Engineering.

H. Motion to approve Traditions of America Phase 3, Bond Number SU1184173 Escrow Release Request in the amount of \$20,902.50 for water improvements. The request has been reviewed and approved by Michael Bingham of SDE-System Design Engineering.

7. Extra Items: Issues arising in the last 24 hours.

8. Announcements

- A. The next Borough Council meeting will be held on Tuesday, February 4, 2025.
- B. Appeals Board January 9 - 7 PM as needed
- C. Planning Commission January 16 - 7 PM as needed
- D. Zoning Hearing January 22 - 7 PM as needed
- E. Committee January 23 - 6 PM
- F. Tree Chipping Event will be held on January 11, from 8:00 – 2:00 at EP Community park in the parking lot. Sign up for pick up at the borough office. Donations will be collected.
- 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



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Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

February 4, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

East Petersburg Events Committee

3. Financial: Bill payment review

4. Report Review

- A. Police – Chief Kilgore
- B. Mayor – James Malone
- C. Penn State Life EMS
- D. EMC - Violet DeStefano
- E. Fire Company – James Rohrer
- F. Borough Manager – Karen St. Clair
- G. Public Works, Water, and MS4/Project Reports
- H. Zoning Officer – Systems Design Engineering
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

5. Old Business

Committee Meeting Topics – Special Needs Registry, PC policy, Res. for borough manager to act within the executive branch with NLCRP, update on projects & future grants, follow-up 5890 Main stormwater issue, Makers Market 2025, AP 1/23/25, 4Q24 financials, fire co. financial review, 10/2024 meeting minutes

6. New Business - Action Items – Council may discuss/deny/approve

- A. January 7, 2025, Council Meeting Minutes.
- B. Violet De Stefano moving forward with Special Needs Registry and working with borough manager & solicitor to ensure legal compliance in preparing documents.
- C. Advertise for a “special meeting” notice for proposed traffic change to discuss the potential ordinance amendment to make Pine Street a one-way street from north to south.
- D. Mail a letter to residents living on Pine Street inviting them to the special meeting about a proposed traffic change to discuss the potential ordinance amendment to make Pine Street a one-way street from north to south.
- E. Advertise Community Park Project out to bid contingent upon review from Borough Solicitor, Amy Leonard, and the Department of Conservation & Natural Resources (DCNR).
- F. Advertise the Pine Street Water Main Replacement-Phase 1: State Street to Hershey Avenue out to bid.
- G. Advertise Lemon Street Ultrathin and Fog Seal Project out to bid.
- H. Advertise Basketball & Parking Lot Overlay Project out to bid.
- I. Makers Market Event on July 19, 2025, pending receipt of Certificate of Insurance naming East Petersburg as additional insured.
- J. Lancaster County Tax Claim Bureau certification of uncollected taxes for 2024.
- K. 2025 PA Classics Soccer Tournaments.
- L. Upload the Borough’s Project Timeline on the borough’s website.
- M. Jeff Moseman to present the proposed easement agreement to the property owners of 6251 Jackson Drive for consideration of connecting water line extension for Wolf Circle and Jackson Drive.
- N. Resolution 910, 2025 Yard Waste Agreement.
- O. Cancel Service Letter to Ledger Right Accounting.
- P. Resolution 911, White, Rudy CPA to provide quarterly and annual payroll tax services.

7. Extra Items: Issues arising in the last 24 hours

8. Announcements

- A. The next Borough Council meeting will be held on Tuesday, March 4, 2025.
- B. Appeals Board February 13 - 7 PM as needed
- C. Planning Commission February 20 - 7 PM
- D. Zoning Hearing February 26 - 7 PM
- E. Committee February 27 - 6 PM
- F. The office will be closed Monday, February 17th in observance of Presidents Day.

9. Executive session for legal & personnel matters (if needed)

10. Adjournment



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Mayor: James Malone

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA March 4, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

A. Maddy Rohrer – May 4th event – touch a truck and food truck in the park.

3. Financial: Bill payment review

4. Report Review

- A. Police -- Chief Kilgore
- B. Mayor – James Malone
- C. Penn State Life EMS
- D. EMC - Violet DeStefano
- E. Fire Company – James Rohrer
- F. Borough Manager – Karen St. Clair
- G. Public Works, Water, and MS4/Project Reports
- H. Zoning Officer – Systems Design Engineering
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

5. Old Business:

Committee Meeting Topics – Special Meeting to discuss proposed traffic change on Pine St., PFAS settlement, Location of EP Pool vending machines, Review projects that went out to bid; Lemon Street, Park/Basketball, Fog Seal-Hollow & Stevens, State St. pipeline quote, 2025 LCCD (Lancaster County Conservation District) MOU, Hometown Hero Banner Program, Hands on House Children's Museum Touch a Truck, Disposition of Records, Review FY2024 financial audit, Account Payables 02/27/2025, Fire Company Financials, 1/23/25 meeting minutes.

6. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:

- A. February 4, 2025, Council Meeting Minutes.
- B. EP Fire Company touch a truck & food truck event in the park on Saturday May 4th from 11:00 a.m. – 4:00 p.m.
- C. 2025 LCCD (Lancaster County Conservation District) MOU – Memorandum of Understanding
- D. Ryan McKinley transporting the Street Sweeper to the annual Hands-on House Children's Museum for touch a truck event on Saturday, April 26, 2025, from 10am-2pm.
- E. Financial audit for fiscal year 2024.
- F. Resolution 912, Disposition of Records.
- G. Updated Events Schedule for 2025.

7. Extra Items: Issues arising in the last 24 hours

8. Announcements

- A. The next Borough Council meeting will be held on Tuesday, April 1, 2025.
- B. Appeals Board March 13 - 7 PM as needed
- C. Planning Commission March 20 - 7 PM as needed
- D. Zoning Hearing March 26 - 7 PM as needed
- E. Committee March 27 - 6 PM

9. Executive session for legal & personnel matters (if needed)

10. Adjournment



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Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

April 1, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

3. Financial: Bill payment review

4. Report Review

- A. Police – Chief Kilgore
- B. Mayor – James Malone
- C. Penn State Life EMS
- D. EMC - Violet DeStefano
- E. Fire Company – James Rohrer
- F. Borough Manager – Karen St. Clair
- G. Public Works, Water, and MS4/Project Reports
- H. Zoning Officer – Systems Design Engineering
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

5. Old Business:

Committee Meeting Topics – pickleball privacy & sound mitigation fence, cost to remove old tennis courts- Graystone Rd., ambulance services report, Res. 913-Capital Reserves, Lanc. County DTF contribution, payables, Fire Co. financial review, 2/2025 committee minutes, misc. items, executive session for personnel issue 7:30 pm – 8:53 pm

6. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:

- A. March 4, 2025, Council Meeting Minutes.
- B. Resolution 913 for Capital Reserves Fund.
- C. Lancaster County Drug Task Force contribution \$4,573.00 for 2025.
- D. Remove old tennis courts on Graystone Road and add pollinator plants
- E. Pickleball privacy & sound mitigation fence in the amount of \$6,567.00
- F. Resolution 914, Changing the hours for pickleball court only to 7:00 a.m. - 9:00 p.m.

7. Extra Items: Issues arising in the last 24 hours

8. Announcements

- A. The next Borough Council meeting will be held on Tuesday, May 6, 2025.
- B. Appeals Board April 10 - 7 PM as needed
- C. Planning Commission April 17 - 7 PM as needed
- D. Zoning Hearing April 23 - 7 PM as needed
- E. Committee April 24 - 6 PM

9. Executive session for legal & personnel matters (if needed)

10. Adjournment



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Mayor: Vacant Seat

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

May 6, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

3. Financial: Bill payment review

4. Report Review

- A. Police – Chief Kilgore
- B. Mayor – Vacant Seat
- C. Penn State Life EMS
- D. EMC - Violet DeStefano
- E. Fire Company – James Rohrer
- F. Borough Manager – Karen St. Clair
- G. Public Works, Water, and MS4/Project Reports
- H. Zoning Officer – Systems Design Engineering
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

5. Old Business:

Committee Meeting Topics – Special Needs Registry-draft, State St. pipelining update/Hollow Dr. triple storm pipe, Pine St. water main replacement bid, PennDOT letter re: no right turn from Main onto State St., Mayor Malone’s Resignation/appointing someone to fill vacant seat, Hometown Hero Banner update, AP 04/24/25, 1Q25 financials, Mics. items, Fire co. financial review

6. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:

- A. April 1, 2025, Council Meeting Minutes.
- B. Award to the lowest bidder _____, for the Community Park Project in the amount of \$ _____. The approval is contingent upon review of the borough engineer & solicitor.
- C. Hempfield Church of the Brethren ice cream social at Constitution Square and EP Community Park on Friday, May 30, for 1-1.5 hours, under the condition the Borough be named as additional insured.
- D. Special Needs Registry.
- E. The City Interconnect Pump Replacement Costars price \$192,850.00.

7. Extra Items: Issues arising in the last 24 hours

8. Announcements

- A. The next Borough Council meeting will be held on Tuesday, June 3, 2025.
- B. Appeals Board May 8 - 7 PM as needed
- C. Planning Commission May 15 - 7 PM as needed
- D. Zoning Hearing May 28 - 7 PM as needed
- E. Committee May 22 - 6 PM
- F. Borough office will be closed May 26, 2025, in observance of Memorial Day.

9. Executive session for legal & personnel matters (if needed)

10. Adjournment



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Mayor: Vacant Seat

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

June 3, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

3. Vote to appoint Mayor to fill vacancy

4. NLCRP Commission Representative

5. Financial: Bill payment review

6. Report Review

- A. Police – Chief Kilgore
- B. Mayor – Vacant Seat
- C. Penn State Life EMS
- D. EMC - Violet DeStefano
- E. Fire Company – James Rohrer
- F. Borough Manager – Karen St. Clair
- G. Public Works, Water, and MS4/Project Reports
- H. Zoning Officer – Systems Design Engineering
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor – Amy Leonard
- L. Collections – Amy Leonard
- M. HARC – Debra Miller

7. Old Business:

Committee Meeting Topics – Interviews/Open Discussion for open seat through 01/01/2026, NLCRPD Commission Representative, PFAS Claim update, Community Park Playground equipment, State Street Pipelining update, Lancaster County Bicycle Club, Street Sweeper, AP 05/22/2025, Misc. Items, Fire Co. Financials-for review only, April 2025 Meeting Minutes, Resolution 915-Appointing Interim Mayor.

8. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:

- A. May 6, 2025, Council 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 P.A.C.S.A. § 901.
- C. Resolution 916, Appointing _____ to serve as a representative to the NLCRP Commission for the remainder of 2025.
- D. PFAS Claim.
- E. Lancaster County Bicycle Club.
- F. Firework Permits from Events Committee for 06/27/25 and 09/20/25.
- G. State Street Pipelining Project revised quote in the amount of \$259,990.

9. Extra Items: Issues arising in the last 24 hours

10. Announcements

- A. The next Borough Council meeting will be held on Tuesday, July 1, 2025.
- B. Appeals Board June 12 - 7 PM as needed
- C. Planning Commission June 19 - 7 PM as needed
- D. Zoning Hearing June 25 - 7 PM as needed
- E. Committee June 26 - 6 PM

11. Executive session for legal & personnel matters (if needed)

12. Adjournment



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Mayor: Bill Trovato

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

July 1, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

3. Financial: Bill payment review

4. Report Review

- A. Police - Chief Kilgore
- B. Mayor - Bill Trovato
- C. Penn State Life EMS
- D. EMC - Violet DeStefano
- E. Fire Company - James Rohrer
- F. Borough Manager - Karen St. Clair
- G. Public Works, Water, and MS4/Project Reports
- H. Zoning Officer - Systems Design Engineering
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor - Amy Leonard
- L. Collections - Amy Leonard
- M. HARC - Debra Miller

5. Old Business:

Committee Meeting Topics – Pine/Broad Street stop sign, Park Renovations – porta potties, MS4 Presentations, A/P 06/26/25, Misc. Items, Fire co. financial review, May Committee mtg minutes, Resolution 917- transfers to PLGIT, Executive session for personnel matters

6. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:

- A. June 3, 2025, Council Meeting Minutes.

7. Extra Items: Issues arising in the last 24 hours

8. Announcements

- A. The next Borough Council meeting will be held on Tuesday, August 6, 2025.
- B. Appeals Board July 10 - 7 PM as needed
- C. Planning Commission July 17 - 7 PM as needed
- D. Zoning Hearing July 23 - 7 PM as needed
- E. Committee July 24 - 6 PM

9. Executive session for legal & personnel matters (if needed)

10. Adjournment



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Mayor: Bill Trovato

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

August 6, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

3. Financial: Bill payment review

4. Report Review

- A. Police - Chief Kilgore
- B. Mayor - Bill Trovato
- C. Penn State Life EMS
- D. EMC - Violet DeStefano
- E. Fire Company - James Rohrer
- F. Borough Manager - Karen St. Clair
- G. Public Works, Water, and MS4/Project Reports
- H. Zoning Officer - Systems Design Engineering
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor - Amy Leonard
- L. Collections - Amy Leonard
- M. HARC - Debra Miller

5. Old Business:

Committee Meeting Topics – EPFC – LSA Grant, Amendments to Chapter 116, Parking Regulations, Amphitheater sponsor sign quotes, Kingdom of Wonders – Acrobat event, EMC’s ICA, Uniform and Boot Policy, A/P 7/24/25, 2Q financial, review 2026 draft budget items for G/W/T, Misc. items, Fire co. financials – review only, 6/2025 committee minutes, Executive session for legal matters.

6. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:

- A. July 1, 2025, Council Meeting Minutes.
- B. William Sharp Resignation effective as of June 27, 2025.
- C. Uniform and Boot Policy.
- D. EMC’s ICA (Independent contractor agreement) for Violet De Stefano. The rate of pay shall be \$36 per hour effective January 1, 2026. The agreement shall be renewed for a one-year term on January 1, 2026, and all other provisions from the March 5, 2024 agreement shall remain in full force and effect.
- E. Quote by Integrity Land Works to repair the Amphitheater sponsor sign in the amount of \$3,633.00.
- F. Fire Hydrant Easement for 5911 Pine Street with compensation being paid to the property owner in the amount of \$500.00.
- G. Traditions of America Phase 3, Bond Number #SU1184172 Escrow Release Request in the amount of \$21,419.99 for site improvements. The request has been reviewed and approved by Michael Bingham of Systems Design Engineering.

7. Extra Items: Issues arising in the last 24 hours

8. Announcements

- A. The next Borough Council meeting will be held on Tuesday, September 2, 2025.
- B. Appeals Board August 14 - 7 PM as needed
- C. Planning Commission August 21 - 7 PM as needed
- D. Zoning Hearing August 27 - 7 PM as needed
- E. Committee August 28 - 6 PM
- F. Ice Cream Social will be held at Constitution Square on August 22, 2025.

9. Executive session for legal or personnel matters (if needed):

10. Adjournment



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Mayor: Bill Trovato

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA September 2, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

3. Financial: Bill payment review

4. Report Review

- A. Police - Chief Kilgore
- B. Mayor - Bill Trovato
- C. Penn State Life EMS
- D. EMC - Violet DeStefano
- E. Fire Company - James Rohrer
- F. Borough Manager - Karen St. Clair
- G. Public Works, Water, and MS4/Project Reports
- H. Zoning Officer - Systems Design Engineering
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor - Amy Leonard
- L. Collections - Amy Leonard
- M. HARC - Debra Miller

5. Old Business:

Committee Meeting Topics – LASA update on projects, Signs alerting drivers of a low vision child, Open council seat, Stevens Street, Street Sweeper, Triple pipe relining on Hollow Dr., Fee schedule for park events, Amphitheater sign-waiver form, Hockey rink renewal, Holiday schedule floating day, 2026 MMO, A/P-08/28/2025, Meeting Minutes-July, Res. 918, Council seat, Payment to Asphalt Maintenance Solutions, Payment to SLC Excavating, LLC., Executive session for personnel matters

6. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:

- A. August 6, 2025, Council Meeting Minutes.
- B. 2026 MMO (minimum municipal obligation)
- C. Add floating day to holiday schedule.
- D. Hockey rink agreement renewal.
- E. Amphitheater sign – waiver form.

7. Extra Items: Issues arising in the last 24 hours

8. Announcements

- A. The next Borough Council meeting will be held on Tuesday, October 7, 2025.
- B. Appeals Board September 11 - 7 PM as needed
- C. Planning Commission September 18 - 7 PM as needed
- D. Zoning Hearing September 24 - 7 PM as needed
- E. Committee September 25 - 6 PM
- F. East Pete Days will be held September 17-20.

9. Executive session for legal or personnel matters (if needed):

10. Adjournment



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Mayor: Bill Trovato

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

October 7, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Other Business

Mayor Trovato: Proclamation Honoring Fallen Police Officers

3. Visitors/Comments from public

Lancaster Public Library

4. Scott Liggins – Water Supervisor

5. Financial: Bill payment review

6. Report Review

A. Police - Chief Kilgore

B. Mayor - Bill Trovato

C. Penn State Life EMS

D. EMC - Violet DeStefano

E. Fire Company - James Rohrer

F. Borough Manager - Karen St. Clair

G. Public Works, Water, and MS4/Project Reports

H. Zoning Officer - Systems Design Engineering

I. Permits Issued

J. Current Property Violations

K. Solicitor/Collections - Amy Leonard

M. HARC - Debra Miller

7. Old Business:

Committee Meeting Topics – Park update/change order, LSA Grant draft agreement, PW Budget presentation, MS4/project presentation, Review 2026 Budget funds, White & Rudy 3-year audit agreement, AP 09/25/25, Misc. items, Meeting minutes 8/28/25, SLC Excavating change order no. 2, SLC Excavating payment no. 2 – 116,865.90 for park project.

8. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:

A. September 2, 2025, Council Meeting Minutes.

B. Motion to Advertise Ordinance 330, Traffic Regulations in East Petersburg Borough

C. 2026 Holidays

D. White, Rudy LLC, 3rd year auditing agreement

E. Payment to SLC Excavating LLC in the amount of \$79,349.27

F. 2026 Meeting Dates

9. Extra Items: Issues arising in the last 24 hours

10. Announcements

A. The next Borough Council meeting will be held on Wednesday, November 5, 2025.

B. Appeals Board, October 9 - 7 PM as needed

C. Planning Commission, October 16 - 7 PM as needed

D. Zoning Hearing, October 22 - 7 PM as needed

E. Committee, October 23 - 6 PM

F. Trick or Treat in East Petersburg Borough will be held on October 31, from 6-8 p.m.

G. Large Appliance pick up is scheduled for October 31; tags can be purchased at the borough office.

11. Executive session for legal or personnel matters (if needed): None requested

12. Adjournment



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Mayor: Bill Trovato

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA November 5, 2025

1. Call to order, moment of silence, and Pledge of Allegiance
2. Visitors/Comments from public
3. Financial: Bill payment review
4. Report Review
 - A. Police - Chief Kilgore
 - B. Mayor - Bill Trovato
 - C. Penn State Life EMS
 - D. EMC - Violet DeStefano
 - E. Fire Company - James Rohrer
 - F. Borough Manager - Karen St. Clair
 - G. Public Works, Water, and MS4/Project Reports
 - H. Zoning Officer - Systems Design Engineering
 - I. Permits Issued
 - J. Current Property Violations
 - K. Solicitor/Collections - Amy Leonard
 - M. HARC - Debra Miller
5. Old Business:
Committee Meeting Topics – Hazard Mitigation Plan discussion, PSHLL EMS Agreement, Old Hometown hero banners, Borough website, Account Payables for 10/23/2025, 3Q25, Review of 2026 Budget, Misc. items, September Minutes, Ord. 330-Amendments to Chapter 116 of the Code related to vehicles and traffic, Executive session for personnel reasons
6. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:
 - A. October 7, 2025, Council Meeting Minutes.
 - B. Proposed Budget for 2026
 - C. Motion to advertise Proposed Budget for 2026
 - D. Resolution No. 919 Hazard Mitigation Plan
7. Extra Items: Issues arising in the last 24 hours
8. Announcements
 - A. The next Borough Council meeting will be held on Tuesday, December 2, 2025.
 - B. Appeals Board, November 13 - 7 p.m. as needed
 - C. Planning Commission, November 20 - 7 p.m. as needed
 - D. Zoning Hearing, November 19 - 7 p.m.
 - E. Committee, January 22, 2026 – 6 p.m.
 - F. The office will be closed November 27 and 28 in observance of the Thanksgiving holiday.
9. Executive session for legal or personnel matters (if needed): None requested
10. Adjournment



East Petersburg Borough

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

Borough Council: Debra Miller - President, John Schick - Vice President, Adam Gochnauer - ProTem, John Herr - Member, Randy Rannels - Member, Sandra Valdez - Member, David Tirado - Member

Mayor: Bill Trovato

Staff: Karen St. Clair - Borough Manager

COUNCIL MEETING AGENDA

December 2, 2025

1. Call to order, moment of silence, and Pledge of Allegiance

2. Visitors/Comments from public

3. Financial: Bill payment review

4. Report Review

- A. Police - Chief Kilgore
- B. Mayor - Bill Trovato
- C. Penn State Life EMS
- D. EMC - Violet DeStefano
- E. Fire Company - James Rohrer
- F. Borough Manager - Karen St. Clair
- G. Public Works, Water, and MS4/Project Reports – Jeff Moseman
- H. Zoning Officer - Systems Design Engineering
- I. Permits Issued
- J. Current Property Violations
- K. Solicitor/Collections - Amy Leonard
- M. HARC - Debra Miller

5. Old Business:

Committee Meeting Topics – No meeting held in November and December.

6. New Business - Action Items – Council may discuss/deny/approve. Consider a motion for the following:

- A. November 5, 2025, Council Meeting Minutes.
- B. Budget for Fiscal year 2026
- C. Resolution 920, setting water rater for 2026
- D. Resolution 921, setting trash raters for 2026
- E. Resolution 922, setting tax rate for 2026
- F. Resolution 923, updating the fee schedule to reflect the water rates effective January 1, 2026
- G. Payment to Guyer Brothers in the amount of \$236,650.00 for the State Street Pipe Relining Project.
- H. Payment to SLC in the amount of \$79,326.00 for the Community Park Project.
- I. Accept the resignation of Josh Roberts from the Planning Commission.

7. Extra Items: Issues arising in the last 24 hours

8. Announcements

- A. The next Borough Council meeting will be held on Monday, January 5, 2025.
- B. Appeals Board, December 11 - 7 p.m. as needed
- C. Zoning Hearing, December 17 - 7 p.m. as needed
- D. Planning Commission, December 18 - 7 p.m.
- E. Committee, January 22, 2026 – 6 p.m.
- F. There is an opening for Vacancy Board (1 year term) and Planning Commission (2-year term)
- G. The office will be closed December 24 and 25 in observance of the Christmas holiday.

9. Executive session for legal or personnel matters (if needed): None requested

10. Adjournment