



EAST PETERSBURG BOROUGH COUNCIL MEETING

Held in person: 6051 Pine Street, East Petersburg, PA

January 7, 2025 - 7:00 p.m.

Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, William Sharp – Member (Absent), Sandra Valdez – Member, Mayor: James Malone, Borough Manager: Karen St. Clair

VISITORS: Karyl Carmignani, Don Kissinger, Caleb Simmers, James Rohrer, Don Schoenberger, Amy Swanger, Joyce & Frank Mokros, Brendan Garrett

VISITOR COMMENTS: None.

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS

Police: Report submitted to Council. Not in attendance.

Mayor: Mayor Malone read the Proclamation for "International Holocaust Remembrance Day" calling on all residents of the Borough to join in observing this day annually, on January 27, and to consider taking part in "Lighting up Yellow".

Penn State Life Lion EMS: Report submitted to Council. There were 25 calls in EP in December. Scott Buchle, Director for Penn State Health Life Lion, was in attendance and reported the following for 2024: One year ago the Lancaster Manager left, and they have since consolidated. They cover 5 counties and 64 municipalities, and most meetings are on the same night. There were 313 calls in the borough; 260 covered by Life Lion and 53 covered by mutual aid. They received 15,000 - 911 calls in the county not including the non-emergency transports. Calls and costs are on the rise and staffing has been an issue. They experienced an unprecedented staffing turnover. To help resolve this issue, EMS pay has been increased, and ongoing hiring is taking place with incentives, while keeping retention in mind. The organization has also subcontracted with other EMS agencies to help with non-emergency transports. They are still committed to the community even with the challenges. Mr. Buchle apologized for the absence and said they will be more committed to this in the future. Any concerns can be given to the borough office, and they will be addressed by Penn State Life EMS. Membership renewal will be sent out in Spring.

Emergency Services Coordinator: Report submitted to Council. Not in Attendance.

Fire Dept.: Report submitted to Council. James Rohrer reviewed the report. They responded to 23 calls in December; 7 were in the borough. Fire Dept. and Borough office will work on a policy to handle in-house emergency situations. Office of Aging was contacted to look into a situation that was encountered on a call.

Borough Manager: Report submitted to Council. Manager St. Clair reviewed her report with Council. Staff took Active Shooter Training. LIMC fee decreased to 250.00 for 2025.

Auditors were in the office to begin preparing for the 2024 audit and will return Jan. 29-31 to finish up.

Bid for Traffic Signal project at Graystone and Main was received from JV Grooves in the amount of 875,000.00.

To extend trash removal contract past 12/31, we must notify Good's in writing 4 months prior to that date.

Historical Society was contacted re: Request to demolish/rebuild barn at 5890 Main St. Sam Maurer, President of the Historical Society toured the barn and found it to be in good condition and in his opinion there are no safety concerns. He feels removing the barn would destroy the character & integrity of this historical property and recommends the request be denied.

Department Managers MS4/Public Works/Water: Reports submitted to Council. Major repair to water main was done on Rainbow Dr.

Zoning Officer / Property Violations: Reports submitted to Council. Michael Bingham, Zoning Officer recommends not approving the barn demolition at 5890 Main St. due to incomplete application.

Solicitor/Collections: No updates to report.

HARC: No updates to report.

OLD BUSINESS: The next committee meeting will be held January 23, 2025.

NEW BUSINESS – Action Items:

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Valdez, Councilmember Herr) with unanimous approval by the board, to appoint the following service organizations:*
 - *Solicitor – Henry & Beaver Law Firm*
 - *General Borough 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 - Systems Design Engineering*
 - *Zoning Hearing Solicitor - Janice Longer - Law office of Appel, Yost & Zee*
 - *Auditor - White & Rudy, CPA's*
2. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve December 3, 2024, Council Meeting Minutes.*
3. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve Resolution 908, appointing Samuel Maurer IV, as zoning hearing board member.*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve Resolution 909, updating appointment list for 2025.*
5. *It was moved and seconded (Councilmember Herr, Councilmember Schick) with unanimous approval by the board, to not approve the Horst request to remove the barn at 5890 Main Street. This was based on an incomplete application.*
6. *It was moved and seconded (Councilmember Rannels, Councilmember Gochnauer) with unanimous approval by the board, to approve the 2025 fire police event schedule and to include any additional.*
7. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve TOA phase 3, bond number SU1184172 escrow release in the amount of \$172,816.74 for site improvements. The request has been reviewed and approved by Michael Bingham of System Design Engineering.*
8. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve TOA phase 3, bond number SU1184173 escrow release in the amount of \$20,902.50 for water improvements. The request has been reviewed and approved by Michael Bingham of System Design Engineering.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, February 4, 2025 at 7:00 p.m.
- 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. Sign up for pick-up at the office.
- G. If a snow event happens and a snow emergency is declared, it will be posted on the website and WGAL.
- H. Trash pick-up will be delayed by one day this week, due to the bad weather earlier in the week.

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL: None

ADJOURNMENT: 7:52 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
February 4, 2025 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: 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, Borough Manager: Karen St. Clair

VISITORS: Karyl Carmignani, Tammy & Jeff Moseman, Don Kissinger, James Swarr, Kristin Troop, Brenda Garrett, Amy Swanger, Violet DeStefano, Dereck Duffy, Josh Roberts, Jamie Rohrer, Caleb Simmers, Fran & Joyce Mokros, William Martinez, Kevin Harley

VISITOR/COMMENTS

East Petersburg Events Committee: Kristin Troop gave changes/additions to the 2025 Events.

There will not be a car show in East Petersburg this year. April 12-Bingo Fundraiser; June 14-Yard Sale & Chicken BBQ; June 27-Movie in the Park w/Food Trucks/Music and Fireworks; July 11-Summer Fest w/Beer Garden & Music; August 8-Food Trucks & Music, August 30-Blues Fest w/Beer Garden; Sept 16-20 East Pete Days, October 4-Pumpkin Fest, December 12&13-Santa in the Park.

Kevin Harley: Thanked snow removal team in East Petersburg Borough for doing a great job. Also, asked for update on pickleball court; Manager St. Clair said this will be discussed further at the end of March.

BILL PAYMENT - Reviewed by Council - No additions to the regular bills.

REPORTS

Police: Report submitted to Council. Chief Kilgore reviewed the complete year-end report with Council. The regional policing concept continues to save its partners money.

Vehicle accidents are up due to increase in traffic flow. Traffic stops have increased. Currently testing out a trial of Urban SDK Traffic Management Software. The entire report can be found on the NLCPD website <https://Lancaster.crimewatch.pa.com/NLCPD>.

Mayor: James Malone: Attended Lancaster County Mayors Assoc. mtg & PA State Mayors Association mtg.

Penn State Life Lion EMS: Report submitted to Council. There were 25 calls in January in the Borough.

Emergency Services Coordinator: Violet DeStefano reviewed monthly report and annual report with Council. Hazard Mitigation Plan is currently under review until 3/1/25. This information will be put on the website. Looking into creating a volunteer position to support emergency operations if Ms. DeStefano is not available.

Fire Dept.: Chief Rohrer reviewed the monthly report and the year-end report with Council. They responded to 37 calls in January. In 2024, they responded to 354 incidents. The recruitment and retention team is doing a great job – there are 18 new members. Received grant to replace 20-year old nozzles. Working to lower ISO classification for insurance purposes. TOA is considering holding a blood drive.

Borough Manager: Manager St. Clair reviewed her report with Council.

Auditors finished last week. We will receive the report next month.

Ryan McKinley finished 90 day probation period and is now a full time employee.

Connection of water lines at Wolf Circle and Jackson Dr. Solicitor has created an easement agreement for this. Plan to use liquid fuels surplus for Fog Seal on Hollow and Stevens Dr. and sidewalks on upper Lemon St.

Columbia Borough Yard Waste Facility has increased Yard Waste fee by 5.00 per ton.

Many projects are ready to go out to bid. Project schedule will be posted on the website.

White & Rudy, CPA to provide quarterly and annual payroll tax services for the Borough.

HARC: Food vendors are not coming back for this pool season. Would like to have 2 vending machines.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Zoning Officer/Property Violations: Reports submitted to Council.

Solicitor/Collections: Report submitted to Council.

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

NEW BUSINESS – Action Items:

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to approve January 7, 2025, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Sharp, Councilmember Herr) with unanimous approval by the board, to approve moving forward with the Special Needs Registry and working with the Borough Manager and Solicitor to ensure legal compliance in preparing documents.*
3. *It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval by the board, to approve advertisement 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.*
4. *It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval, to 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.*
5. *It was moved and seconded (Councilmember Valdez, Councilmember Rannels) with unanimous approval by the board, to advertise the Community Park Project out to bid contingent upon review from the Borough Solicitor, Amy Leonard, and the Department of Conservation & Natural Resources (DCNR).*
6. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to advertise the Pine Street Water Main Replacement-Phase1: State Street to Hershey Avenue out to bid.*
7. *It was moved and seconded (Councilmember Sharp, Councilmember Schick) with unanimous approval by the board to advertise Lemon Street Ultrathin and Fog Seal Project for Hollow Drive and Steven Street out to bid.*
8. *It was moved and seconded (Councilmember Herr, Councilmember Rannels) with unanimous approval by the board, to advertise Basketball & Parking Lot Overlay Project out to bid.*
9. *It was moved and seconded (Councilmember Valdez, Councilmember Sharp) with unanimous approval by the board, to approve Maker's Market Event on July 19, 2025, pending receipt of Certificate of Insurance naming East Petersburg as additional insured.*
10. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board to approve Lancaster County Tax Claim Bureau Certification of Uncollected Taxes for 2024.*
11. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve the 2025 PA Classics Soccer Tournaments.*
12. *It was moved and seconded (Councilmember Gochnauer, Councilmember Sharp) with unanimous approval by the board, to upload the Borough's Project Timeline on the borough's website.*
13. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve the 6251 Jackson Drive Easement for water line extension for Wolf Circle and Jackson Drive.*
14. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve Resolution 910, 2025 Yard Waste Agreement with Columbia Borough.*

15. It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve sending letter of cancellation to Ledger Right Accounting.

16. It was moved and seconded (Councilmember Valdez, Councilmember Gochnauer) with unanimous approval by the board, to approve Resolution 911, for White & Rudy CPA to provide quarterly and annual payroll tax services.

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, March 4, 2025 at 7:00 p.m.
- 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 President's Day.

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL: None

ADJOURNMENT: 8:42 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
March 4, 2025 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: 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, Borough Manager: Karen St. Clair (Absent)

VISITORS: Karyl Carmignani, Jeff Moseman, Samuel Maurer V, Joyce Mokros, Kevin Harley, Madelyn Rohrer, Lauren Cohen, Krissy Silio, Jamie Rohrer, Brenda Garrett

VISITOR/COMMENTS

1. Maddy Rohrer and Krissy Silio - East Petersburg Fire Department
EP Fire Dept. would like to hold a Touch a Truck/ Food Truck Event at the park on May 4th from 11:00 – 4:00. Tables will be available for businesses, non-profits, possibly some cars, EMS, and Fire Safety. They will contact Manager St. Clair re: paperwork.
2. Sam Maurer V asked for more information on the suspicious activity alert he received from the school district today. He was told to contact William Gleeson, the safety & security officer for Hempfield school district.

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS

Police: Report submitted to Council. Reports are also available online on the Crimewatch website for NLCRPD.

Mayor: James Malone – There has been bidding threshold changes put into legislation: 3 written or telephonic purchase bids will be required for projects ranging 12,900 – 23,800.00. Formal bidding will be required for purchases and contracts over 23,800.00.

Penn State Life Lion EMS: Report submitted to Council. There were 25 calls in February in the Borough. James Rohrer said EMS agencies are now having to answer calls out of their areas more frequently. We might want to look into this further.

Emergency Services Coordinator: Report submitted to Council. TOA will be holding a Blood drive at the EP Fire Dept. on July 24.

Fire Dept.: Chief Rohrer reviewed the monthly report with Council. There were 25 calls in February; 8 of them were in East Petersburg Borough. Chief Rohrer pointed out that Maddy Rohrer, Krissy Silio, and Lauren Cohen who were all in attendance, are part of the 10 female volunteers at the FD.

Borough Manager: Report submitted to Council.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Zoning Officer/Property Violations: Reports submitted to Council.

Solicitor/Collections: Report submitted to Council. John Schick said he heard there might be another attorney working on the PFAS settlement. He will look into this more.

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 St., Park/Basketball, Fog Seal-Hollow Drive and Stevens St., State Street pipeline quote, 2025 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, AP 2/27/2025, 4Q24 financials, Fire Co. financial review, 1/23/2025 meeting minutes

NEW BUSINESS – Action Items:

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Herr, Councilmember Rannels) with unanimous approval by the board, to approve February 4, 2025, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Rannels, Councilmember Gochnauer) with unanimous approval by the board, to approve EP Fire Co. Touch-a-Truck & Food Truck Event in the park on Saturday, May 4, 2025 from 11:00 – 4:00.*
3. *It was moved and seconded (Councilmember Schick, Councilmember Valdez) with unanimous approval by the board, to approve the 2025 LCCD (Lancaster County Conservation District) Memorandum of Understanding*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous Approval by the board, to approve 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 10:00 a.m. – 2:00 p.m.*
5. *It was moved and seconded (Councilmember Valdez, Councilmember Gochnauer) with unanimous approval by the board, to approve the Financial audit for fiscal year 2024.*
6. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve Resolution 912, Disposition of Records.*
7. *It was moved and seconded (Councilmember Sharp, Councilmember Schick) with unanimous approval by the board, to approve the updated Events Schedule for 2025.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, April 1, 2025 at 7:00 p.m.
- B. Appeals Board March 13 - 7 PM as needed
- C. Planning Commission March 20 - 7 PM
- D. Zoning Hearing March 26 - 7 PM
- E. Committee March 27 - 6 PM

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL: None

ADJOURNMENT: 7:28 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
April 1, 2025 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem (Absent), John Herr – Member, Randy Rannels – Member, William Sharp – Member (Absent), Sandra Valdez – Member, Mayor: James Malone, Borough Manager: Karen St. Clair

VISITORS: Karyl Carmignani, Brendan Garrett, Darlene Zerbe, David Connor, Josh Roberts, James Swarr, Mary Armstrong, Amy Swanger, Tammy & Jeff Moseman, Dave Steffen, Joyce Mokros, Violet DeStefano, William Ambrose, Natalia Latsios, Paul Witmer, Kathy Herr, Joseph Banzhof, Jade Campos, Hannah Sutton, Christina Rohrer, Chris Knight, Susan Piefer, Dereck Duffy, Cortney Pokrop, Justin Weese, Tara Rishal

Debra Miller-Council President, Councilmembers, and members of the community, congratulated Mayor Malone on winning the special election held for PA State Senate 36th district seat and thanked him for his service in the community.

VISITOR/COMMENTS:

David Connor voiced concern for the condition of the walking/bike path in Constitution Square.

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS

Police: Report submitted to Council. Mayor Malone said they are continuing do a great job. Traffic stops were up. The amount of stolen property recovered exceeds the amount of stolen property lost for the month. Full reports can be found online.

Mayor: James Malone: April is Sexual Assault Awareness Month. SAAM aims to raise public awareness about sexual violence and to educate communities about how to prevent it. This year's theme is "Together We Act, United We Change." If you are looking for more information about this email mayor@eastpetersburgborough.org. Mayor Malone recently ran for 36th District State Senate seat and won; he will take oath of office on May 5, 2025. Mayor Malone submitted his letter of resignation to Council. Mayor Malone said while stepping down from his position as Mayor, he remains committed to advocate for his community at the state level. He thanked everyone for the privilege to serve in the community.

Emergency Services Coordinator: Violet DeStefano reviewed her report with Council.

Emergency Services are meeting to start planning for the upcoming event season.

Keeping up to date on any changes that might occur due to executive orders coming from Washington re: FEMA and how it will affect us on a local level. Working on a grant with Fire Dept for Stop the Bleed kits.

National Volunteer week is April 20-26. Violet DeStefano thanked the volunteers at the FD and in the community. WGAL recently put out a video highlighting the great work our FD is doing and the woman firefighters we have. There will be a Blood Drive on July 24, 2025 from 2-7 p.m. through Lancaster General Health, at the Fire Station.

Borough Manager: Manager St. Clair reviewed her report with Council.

Liquid fuel funds were received in the amount of 126,366.86.

Working with Caleb Simmers to get CPR training scheduled.

We were notified by PennDOT that the Main St. & Graystone Rd. traffic signal project was pushed back. The bulk of the utility work will be completed in 2025. The contracted work will start early 2026.

Easter Egg Hunt information is on the website. Office will be closed April 18th for Good Friday.

Fire Dept.: Report submitted to Council.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Zoning Officer/Property Violations: Reports submitted to Council.

Solicitor: Report submitted to Council.

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, 02/2025 committee minutes, misc. items, executive session for personnel issue 7:30 pm – 8:53 pm

NEW BUSINESS – Action Items: *Council may discuss/deny/approve.*

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Valdez, Councilmember Rannels) with unanimous approval by the board, to approve March 4, 2025, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Rannels, Councilmember Herr) with unanimous approval by the board, to approve Resolution 913, for Capital Reserve Fund.*
3. *It was moved and seconded (Councilmember Schick, Councilmember Valdez) with unanimous approval by the board, to approve Lancaster County Drug Task Force contribution in the amount of 4,573.00 for 2025.*
4. *It was moved and seconded (Councilmember Rannels, Councilmember Herr) with unanimous Approval by the board, to approve removal of the tennis courts on Graystone Road and to add pollinator plants*
5. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve pickleball privacy & sound mitigation fence in the amount of 6,567.00*
6. *It was moved and seconded (Councilmember Schick, Councilmember Valdez) to approve Resolution 914, Changing the hours of pickleball court to 7:00 a.m.- 9:00 p.m. The motion passed with a 3-2 vote. Councilmember Rannels and Councilmember Herr voted no. Councilmember Herr said he preferred the hours to be changed to 7:00 a.m. – 8:00 p.m.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, May 6, 2025 at 7:00 p.m.
- B. Appeals Board April 10 - 7 PM as needed
- C. Planning Commission April 17 - 7 PM
- D. Zoning Hearing April 23 - 7 PM
- E. Committee April 24 - 6 PM

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL: None

ADJOURNMENT: 7:25 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
May 6, 2025 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, William Sharp – Member, Sandra Valdez – Member, Mayor: vacant seat, Borough Manager: Karen St. Clair

VISITORS: Karyl Carmignani, Jeff Moseman, Amy Swanger, Samuel Maurer IV, Josh Roberts, Darlene Zerbe, David Connor, Dereck Duffy, Joyce Mokros, Frank Mokros, Brendan Garrett

VISITORS/COMMENTS: None.

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS

Police: Report submitted to Council. There were 145 calls in the borough in March. Full report is online.

Mayor: Seat is currently vacant.

Penn State Life EMS: Report submitted to Council. There were 14 calls in March and 15 in April.

Emergency Services Coordinator: Report and Final draft of SNR was submitted and will be voted on tonight.

Fire Dept.: Report submitted to Council. There were 15 incidents in April.

Department Managers MS4/Public Works/Water: Reports submitted to Council. The Annual Drinking Water Quality report is available online or you can contact the borough office for a paper copy.

Zoning Officer/Property Violations: Reports submitted to Council.

Park grant went on Penn bid; we received 2 bids. This is on the agenda for a vote tonight.

Solicitor: Report submitted to Council.

Hempfield Rec: Starting up a Golf League. Weekly tournaments will run June 2 through August 18. Opening day for the pool is May 24. East Pete Pool now has 2 vending machines; this will fall under HARC's liability.

Borough Manager: Manager St.Clair reviewed her report with Council.

•City Interconnect Pump Replacement Project: Costar price came in under budget at 192,850.00. This project will be paid for with ARPA funds.

•Capital Blue Cross: Completed plan reconciliation. We will be credited 15,713.00.

•Good's Disposal: Contract will be renewed for 2026. This is the 1st of (2) 1-year renewals.

•Vandalism at park: Still under investigation.

•Liquid Fuels Audit: There were no findings.

•We received 740.00 for calendars.

•HH Banners: We have 55 applicants so far; need 5 more. Donations are still being collected.

•Hempfield Church of the Brethren will hold an Ice Cream Social on May 30th at the Community Park and Constitution Square.

•Easement for Jackson Dr./Wolf Circle has been received back and will be sent to the borough solicitor for recording.

•PA Classics Soccer Tournament date has been changed to August 16 &17.

•Nitrate Levels: High levels of Nitrate Nitrogen in water are typically associated with agricultural farming and heavy use of fertilizers. The Borough is required to test for this every quarter. The allowed amount is 10 mg, and we are well below this amount; current levels are 5.56mg.

•Two dead trees will be removed at the pool.

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, 3/27/25 meeting minutes, Mics. items, Fire co. financial review

NEW BUSINESS – Action Items: *Council may discuss/deny/approve.*

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve April 1, 2025, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to award the lowest bidder Paul Risk doing business as SLC Excavating, for the Community park Project in the amount of 401,250.00. The approval is contingent upon review of the borough engineer & solicitor.*
3. *It was moved and seconded (Councilmember Rannels, Councilmember Sharp) with unanimous approval by the board, to approve 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.*
4. *It was moved and seconded (Councilmember Sharp, Councilmember Schick) with unanimous Approval by the board, to approve the Special Needs Registry.*
5. *It was moved and seconded (Councilmember Valdez, Councilmember Gochnauer) with unanimous approval by the board, to approve The City Interconnect Pump Replacement Costars price 192,850.00.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, June 3, 2025 at 7:00 p.m.
- B. Appeals Board May 8 - 7 PM as needed
- C. Planning Commission May 15 - 7 PM
- D. Zoning Hearing May 28 - 7 PM
- E. Committee May 22 - 6 PM
- F. The Borough office will be closed on May 26, 2025, in observance of Memorial Day.

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL: None

ADJOURNMENT: 7:22 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
June 3, 2025 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, William Sharp – Member, Sandra Valdez – Member, Mayor: vacant seat, Borough Manager: Karen St. Clair

VISITORS: Karyl Carmignani, Darlene Zerbe, David Connor, Samuel Maurer IV, Sara & Bill Trovato, Tammy & Jeff Moseman, Karin Good, Anna Thomas, Bob Johnson, Ben Johnson, Sarah Hunt, Jamie Rohrer, Samuel Maurer V, Joyce Mokros, Josh Roberts, Katy Herr, Brenden Garrett, Dorris Rhodes, Dereck Duffy

VISITOR COMMENTS

1. Joyce Mokros asked why the Yard Sale was moved from June 7 to June 14.

Prior to the beginning of the year, the Events Committee submits dates to be put on the calendar prior to printing, but sometimes after they are printed the date needs to be changed due to circumstances out of their control.

2. Josh Roberts asked for an update on the destruction of property at the park

Lions Club has met with the contractor to get an estimate. The parents would like to make restitution.

3. A resident from Broad St. voiced concern for the stop except right turn sign at Broad and Pine. He said that his family is almost hit on a daily basis by people speeding through this intersection. He pointed out there is a bus that speeds through the intersection daily. He would like this changed to a full stop.

A study would not need done for this since there is already signage. The ordinance and sign would just need changed to remove "except right turn". A double yellow line and stop bar would also be beneficial. He was told to report the bus driver to bus company.

VOTE TO APPOINT MAYOR TO FILL VACANCY

There were three applicants still interested in filling the interim vacancy for the Mayor: Dereck Duffy, Sam Maurer IV, Bill Trovato. The applicants were previously interviewed at the May Committee meeting. Council held a vote after the interviews and it was a tie, therefore a revote is needed to include the Councilmembers that were absent from the May meeting. The councilmembers that were absent did listen to the recording of the interviews prior to this meeting. Council thanked all of the applicants for offering to fill the vacancy.

A voice vote was taken:

Randy Rannels voted for *Dereck Duffy*

William Sharp voted for *Bill Trovato*

John Herr voted for *Bill Trovato*

John Schick voted for *Dereck Duffy*

Debra Miller voted for *Bill Trovato*

Adam Gochnauer voted for *Dereck Duffy*

Sandra Valdez voted for *Bill Trovato*

VOTE TO APPOINT NLCRPD COMISSION REPRESENTATIVE

Dereck Duffy, Sam Maurer IV, and Bill Trovato were all interested in filling this opening through 12/31/2025.

Randy Rannels voted for *Dereck Duffy*

William Sharp voted for *Dereck Duffy*

John Herr voted for *Bill Trovato*

John Schick voted for *Dereck Duffy*

Debra Miller voted for *Bill Trovato*

Adam Gochnauer voted for *Dereck Duffy*

Sandra Valdez voted for *Dereck Duffy*

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS

Police: Report submitted to Council. Chief Kilgore reviewed the report with Council.

Traffic remains an issue in the entire county. Working towards using Urban SDK for traffic studies; what takes 3 months now will be done in 3 seconds. All police cars have LPR cameras but would like to see major intersections have them also – waiting for grant options to become available.

Penn State Life EMS: Report submitted to Council. There were 29 calls in the month of May.

Emergency Services Coordinator: Report submitted to Council. Special needs registry has been put on the webpage and mailed with monthly billings. Dry weather safety for firework, etc. will be shared online.

Fire Dept.: Report submitted to Council. There were 28 calls in May; 3 were in East Petersburg Borough. All fire vehicles are now equipped with cameras. Blood drive will be held on July 24 at EP Fire Dept. from 1-8 p.m.

Department Managers MS4/Public Works/Water: Reports submitted to Council. Reminder letters will be mailed to those who have water lines that still need verified.

Zoning Officer/Property Violations: Reports submitted to Council.

Solicitor: Report submitted to Council.

Hempfield Rec: The weather has not been good since the opening of the pool. On May 25th, the pool was closed for the day, due to temperatures being under threshold.

Borough Manager: Manager St.Clair reviewed her report with Council.

- Hometown Hero banners will be hung by July 4.
- Ice Cream social is rescheduled for August due to the rain.
- Bob Walker with Warwick Community Ambulance would like to attend the 6/26/2025 meeting to discuss having a paramedic unit based in East Petersburg.
- Reached out to PennDOT again re: signage at Main and State for no left turn and was told delays were due to vacations and meetings, and that they will keep her posted.
- Pickleball fence screen is almost complete.
- Many positive comments have been received for Good's Disposal.

OLD BUSINESS: Committee Meeting Topics – Interviews/Open Discussion for open seat through 01/01/2026, NLCPD 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.

NEW BUSINESS – Action Items: Council may discuss/deny/approve.

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Rannels, Councilmember Sharp) with unanimous approval by the board, to approve May 6, 2025, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Sharp, Councilmember Valdez) with unanimous approval by the board, to approve Resolution 915, Appointing Bill Trovato to fill the 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*
3. *It was moved and seconded (Councilmember Gochnauer, Councilmember Schick) with unanimous approval by the board, to approve Resolution 916, Appointing Dereck Duffy to serve as a representative to the NLCPD Commission for the remainder of 2025.*
4. *It was moved and seconded (Councilmember Sharp, Councilmember Valdez) with unanimous approval by the board, to submit the PFAS Claim as a plaintiff.*
5. *It was moved and seconded (Councilmember Herr, Councilmember Schick) with unanimous approval by the board, to approve Lancaster County Bicycle Club traffic route on 08/17/25.*
6. *It was moved and seconded (Councilmember Valdez, Councilmember Rannels) with unanimous approval by the board, to approve Firework Display permits from Events Committee for 06/27/25 and 09/20/25.*
7. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve State Street Pipelining Project revised quote in the amount of 259,990.00.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, July 1, 2025 at 7:00 p.m.
- B. Appeals Board June 12 - 7 PM as needed
- C. Planning Commission June 19 - 7 PM
- D. Zoning Hearing June 25 - 7 PM
- E. Committee June 26 - 6 PM
- F. Back to school event will be held August 10, 2025. Students will receive free backpack, books, clothing, school supplies, shoes, socks, food, and a Barnstormers game. Pre-register online at www.reprivera.com.

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL: None

ADJOURNMENT: 8:16 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
July 1, 2025 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, William Sharp – Member (Absent), Sandra Valdez – Member, Mayor: Bill Trovato, Borough Manager: Karen St. Clair (Absent)

VISITORS: Karyl Carmignani, Joyce Mokros, Dereck Duffy, Nikki & Raymond Rivera, Evan Hunter, Josh Roberts, Christina Rohrer, Jeff Moseman, Brendan Garrett

VISITOR COMMENTS:

1. Nikki Rivera, member of the PA House of Representatives, representing District 96. Representative Rivera serves Northern Lancaster City, most of Manheim Twp. and all of East Petersburg Borough. Senate is currently working on passing the budget for 2026. Some of the other legislation being worked on currently is: raising minimum wage, PACE/PACENET health benefits for seniors, human services verbiage updated to support recovery, cyber/charter school program funding caps to avoid double payments. For more information go to reprivera.com or Facebook page - Rep. Nikki Rivera
2. Joshua Roberts voiced concern about the increasing number of people soliciting without permits and suggested tracking the calls and citations for this in the police report.

BILL PAYMENT:

Reviewed by Council - No additions to the regular bills.

REPORTS:

Police/Mayor: Report submitted to Council. There were 193 calls, 3 arrests, and 29 traffic stops resulting in 11 citations.

Penn State Life EMS: No report given.

Emergency Services Coordinator: No report given.

Fire Dept.: No report given.

Solicitor: No report given.

Zoning: Report submitted to Council.

Property Maintenance: Report submitted to Council.

HARC: The board is working on strategic planning.

Borough Manager: Report submitted to Council.

Working on 2026 Budget. CPR training will take place in August. Hometown Hero Banners will be hung by July 4. Officers have identified and charged two juvenile suspects responsible for the incident at the pavilion in East Petersburg Park.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Pine Street water main replacement is underway. Lead, copper and disinfection byproduct monitoring and sampling sight plans have been updated. Constitution Square basketball court will be repaved by July 31. Lemon Street Ultrathin paving project will begin July 9. Utility risers will be ready by August 2. Construction on Pine St. water main started June 30. Pickleball sound barrier has been installed. New sweeper brooms have been installed on street sweeper. Tree removed at hockey rink.

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

NEW BUSINESS – Action Items: *Council may discuss/deny/approve.*

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Valdez, Councilmember Herr) with unanimous approval by the board, to approve June 3, 2025, Council Meeting Minutes.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Wednesday, August 6, 2025 at 7:00 p.m.
- B. Appeals Board July 10 - 7 PM as needed
- C. Planning Commission July 17 - 7 PM
- D. Zoning Hearing July 23 - 7 PM
- E. Committee July 24 - 6 PM
- F. Back to school event will be held August 10, 2025. Students will receive free backpack, books, clothing, school supplies, shoes, socks, food, and a Lancaster Stormers game. Pre-register online at www.reprivera.com.

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL: None

ADJOURNMENT: 7:21 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
August 6, 2025 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, William Sharp – Member (Absent), Sandra Valdez – Member, Mayor: Bill Trovato (Absent), Borough Manager: Karen St. Clair

VISITORS: Karyl Carmignani, Joyce Mokros, Dereck Duffy, David Connor, Meredith McMonigal, Darrin Rhodes, Evan Hunter, David Tirado

VISITOR COMMENTS:

1. Darrin Rhodes was looking for clarity regarding a notice he received about the stone wall he installed. A meeting time will be established for him to meet with the zoning officer. He also asked for an update on the request to remove the "except right turn" from the stop sign at the corner of Broad and Pine. He was told the traffic ordinance is being updated and this will be included.

BILL PAYMENT:

Reviewed by Council - No additions to the regular bills.

REPORTS:

Police: Report submitted to Council. In June there were 167 calls for service, 17 traffic citations, 3 crashes investigated, 24 patrol checks and 5 traffic details.

Penn State Life Lion EMS: Report submitted to Council. 17 calls for East Petersburg in June and 22 calls in July.

Emergency Services Coordinator: Report submitted to Council. There are 13 people registered for the SNR.

Fire Dept.: Report submitted to Council. There were 23 incidents in June and 39 incidents in July.

Zoning: Report submitted to Council.

Property Maintenance: Report submitted to Council.

Solicitor: Report submitted to Council. Working on amendments for traffic ordinance. Upcoming meeting with FD re: grant.

HARC: Koser Tournament is this week and there is a 100,000.00 prize, finals will be held on Sunday.

Borough Manager: Report submitted to Council.

Risk Control was done on the borough buildings. Some items they suggested we need: eye wash stations, half face respirators, chaps, and helmets - a grant application was submitted for a 50/50 match. If we get the grant our share would be 900.00. The grants will be announced in mid-September.

Met with Lancaster Stormers to discuss community events. Mayor will follow up on this.

On days of excessive heat, public works and water dept. will begin at 6:00 a.m.

Fire Hydrant on Pine Street needed to be moved to the other side of the street, outside of the right of way. This agreement is on the agenda tonight.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Installed new signs at Lemon St. Traffic light inspections finished. Three unhealthy trees at the park were removed. Received multiple complaints of flooding issues due to the storms. New pipelining on State St. will begin mid-August. New nets were installed at tennis courts. New water main has been installed and connected. Leak was repaired at the well. Lead and Copper water testing has been scheduled.

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 7/24/2025, 2Q financials, 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.

NEW BUSINESS – Action Items: *Council may discuss/deny/approve.*

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Valdez, Councilmember Gochnauer) with unanimous approval by the board, to approve July 1, 2025, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Valdez, Councilmember Herr) with unanimous approval by the board, to accept the resignation letter from William Sharp dated, June 27, 2025.*
 - o Anyone that is interested in serving in that seat until the end of the year, please submit your letter of interest and resume to the borough office by Friday, August 22, 2025 by noon. The order of the interviews will be the order that the resumes are submitted to the borough office.
3. *It was moved and seconded (Councilmember Schick, Councilmember Gochnauer) with unanimous approval by the board, to approve the updated boot and uniform policy.*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve the updated contractor agreement for Violet DeStefano. The rate of pay will be 36.00 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 agreement dated March 5, 2024, shall remain in full force and effect.*
5. *It was moved and seconded (Councilmember Rannels, Councilmember Valdez) with unanimous approval by the board, to approve the quote by Integrity Land Works to repair the Amphitheater sponsor sign in the amount of 3,633.00.*
6. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve the Fire Hydrant Easement for 5911 Pine Street with compensation being paid to the property owner in the amount of 500.00.*
7. *It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve Traditions of America Phase 3, Bond Number SU1184172 escrow release in the amount of 21,419.99 for site improvements. The request has been reviewed and approved by Michael Bingham of System Designs Engineering.*

EXTRA ITEMS (Issues arising in the last 24 hours): None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, September 2, 2025 at 7:00 p.m.
- B. Appeals Board August 14 - 7 PM as needed
- C. Planning Commission August 21 - 7 PM
- D. Zoning Hearing August 27 - 7 PM
- E. Committee August 28 – 6 PM
- F. Ice Cream Social will be held at Constitution Square on August 22, 2025.

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL: None

ADJOURNMENT: 7:31 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
September 2, 2025 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, David Tirado – Member, Sandra Valdez – Member, Mayor: Bill Trovato, Borough Manager: Karen St. Clair

VISITORS: Karyl Carmignani, David Connor, Elaine Tirado, Meredith McMonigal, Jeff Moseman, J. Rohrer, D. Duffy, Brendon Garrett

VISITOR COMMENTS: None.

BILL PAYMENT:

Reviewed by Council - No additions to the regular bills.

REPORTS:

Police: Report submitted to Council. In August there were 179 calls, 4 arrests, 54 traffic stops with 24 traffic citations issued.

Penn State Life Lion EMS: No report given.

Emergency Services Coordinator: Report submitted to Council. Working on compilation of personal care homes and assisted living facilities in the borough.

Fire Dept.: Report submitted to Council. There were 24 incidents in August with 9 being in the Borough. They received a 5,000.00 grant to help with recruitment. The entire fleet now has front, rear, and indoor cameras. The Knox box system is now under computer access.

Zoning: Report submitted to Council.

Property Maintenance: Report submitted to Council.

Solicitor: No report given.

HARC: Admission fees collected in July were 8,025.00. The average daily attendance was 218. The new pool manager did a great job this year. They did not receive one complaint.

Borough Manager: Report submitted to Council.

National Night Out was a huge success. Budget meetings with borough departments. Property complaint forms need to be filled out to keep a paper trail. Issues with utility providers must be reported to the utility companies. The no right turn has been installed on Rt. 72 along with alternate route signs.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Waiting on parts for sweeper. Shop plans are being worked on with engineering firm – Kevin Marin will be presenting this at the next committee meeting. Street sweeping is ongoing. The new welcome sign has been installed. New speed limits will be installed soon. Basketball court at Constitution Square is complete.

Lead and Copper sampling was completed; letters will be sent to participating properties. Hydrant flushing and flow testing for 2025 has begun. State St. storm pipelining materials have been delivered – Hollow Dr. pipelining materials will be delivered by 9/15/2025. These pipes will be relined after the materials are received.

Information to report street light outages will be posted on the website and put into the next newsletter, and possibly on the w/t billings.

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 for July, Res. 918 - Council seat, Payment to Asphalt Maintenance Solutions, Payment to SLC Excavating, LLC., Executive session for personnel matters.

NEW BUSINESS – Action Items: *Council may discuss/deny/approve.*

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve August 6, 2025, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve the 2026 MMO (Minimal Municipal Obligation).*
3. *It was moved and seconded (Councilmember Valdez, Councilmember Rannels) with unanimous approval by the board, to approve adding floating day to schedule.*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve the Hockey Rink agreement renewal.*
5. *It was moved and seconded (Councilmember Valdez, Councilmember Rannels) with unanimous approval by the board, to approve the Amphitheater sign waiver form with attached pictures.*

EXTRA ITEMS: None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Tuesday, October 7, 2025 at 7:00 p.m.
- B. Appeals Board September 11 - 7 PM as needed
- C. Planning Commission September 18 - 7 PM
- D. Zoning Hearing September 24 - 7 PM
- E. Committee September 25 – 6 PM
- F. East Pete Days will be held September 16-20.

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL: None.

ADJOURNMENT: 7:29 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING
Held in person: 6051 Pine Street, East Petersburg, PA
October 7, 2025 - 7:00 p.m.
Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, David Tirado – Member, Sandra Valdez – Member, Mayor: Bill Trovato, Borough Manager: Karen St. Clair

VISITORS: Karyl Carmignani, David Connor, Dereck Duffy, Joyce & Frank Mokros, Brendan Garrett, Tony Quinones, Jon Heinly, Jamie Rohrer, Jon Latsha, Dave Duckworth, Mark Cohen, John Stauffer, Sofia Stauffer, Ethan Tuten, Nathaniel Latsha, Tyler Kieffer, Linda Rannels, Jeff Moseman, Brayden Shaner

VISITORS/COMMENTS:

Linda Rannels said there were dogs unleashed at the park. Manager St. Clair will look into the regulation signage for this.

John Heinly, Director of Donor Advising - Lancaster Library gave the annual presentation and thanked East Petersburg for their ongoing support. In 2024, 28% of residents were cardholders. There were 2,000 materials checked out by EP residents. Residents also participated in programming and used various public resources available at the library. Half of their funding comes from fund raising. These funds are vital to their success.

Scott Liggins, Water Dept. Supervisor explained the stream is heavily influenced by a local quarry who is currently moving their operations to a different level and needed to move their pumps, therefore they are not currently pumping into the stream. This causes us to not be able to pump from that source. Other sources are usually able to make that water back up, but we are in the middle of planning for a project with interconnection. We were able to get a temporary permit for the spring although this will not make the numbers. Friday morning the quarry brought in a diesel pump which has been running since then. This has allowed us to pull the same amount from the stream that we normally do. DEP still wants us to conserve water under the temporary permit. This could be 3-5 weeks due to we are still waiting on the interconnect permit. We are halfway through the process and just waiting on DEP for approval.

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS:

Police: Report submitted to Council. In September there were 205 calls with 6 arrests, and 44 traffic stops resulting in 14 citations.

Mayor: Events Committee would like to reschedule the Pumpkin Fest for October 18, 2025 due to the construction in the park. Manager St. Clair said this will need a vote by council since all the dates were approved at the beginning of the year.

Penn State Life Lion EMS: Report submitted to Council. In August there were 16 calls in the borough. There were 18 calls in September.

Emergency Services Coordinator: Report submitted to Council. Working on a compilation of all personal care homes and assisted living facilities. Jamie Rohrer said he has made a list and will get this to Council.

Fire Dept.: Report submitted to Council. In September there were 15 calls, with 7 being in the borough.

This week is fire prevention week: Check your smoke detectors. If buying lithium ion batteries, be sure to buy the UL rated. The ISO rating has been brought back down to a class 4, and this will help with insurances.

Promotions were recently made in the FD. Grant was received to replace the breathing apparatus. Recruitment is going well. Will be working on flow testing with water dept.

The fire company formerly withdrew the request asking East Petersburg Borough Council to pass a resolution to support the fire dept. in applying for funds through the LSA grant.

Zoning: Report submitted to Council.

Property Maintenance: Report submitted to Council.

Solicitor: Report submitted to Council.

HARC: Revenue was down this year slightly due to all the rainy weather. Vending proceeds were good.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Pine St. water line replacement is complete. Basketball court at Constitution Square is complete. State Street pipelining – installation will begin when liner is received. Pool is winterized. Pickleball screening is complete. John Schick and John Herr checked all 490 streetlights and found 9 were out; these have been reported to PPL. New dog station was installed at Northfield Dr. walking path. Lead & Copper water sampling is complete. Levels were well below the MCL. Participants will be notified by mail.

Borough Manager: Report submitted to Council. Mtgs: NLCRPPD budget mtg, Insurance renewal, LCSWMA. Received Volunteer Fire Dept. allocation and FD pension allocation.

Wolf Circle/Jackson Dr. Tie-in is complete.

New HH Banners are hung; discussion on what to do with old banners will be put on the next agenda. Additional cameras will be added for the new park equipment and basketball court. 3rd year audit agreement. Historical Society requested we budget funds for them. They are currently not a non-profit status. We will need to charge for CC use unless they change this status. A letter will be sent.

OLD BUSINESS:

Committee Meeting Topics – Park update/change order, LSA Grant draft agreement, PW Budget presentation, MS4/project presentation, Review 2026 Budget funds, 3rd year audit agreement, AP 09/25/25, Misc. items, August mtg. minutes, SLC Excavating - change order #2, SLC Excavating park project - payment #2, \$116,865.90.

NEW BUSINESS – Action Items: *Council may discuss/deny/approve.*

President Miller asked if there were any questions about the action items. There were no questions.

- 1. It was moved and seconded (Councilmember Rannels, Councilmember Herr) with unanimous approval by the board, to approve September 2, 2025, Council Meeting Minutes.*
- 2. It was moved and seconded (Councilmember Schick, Councilmember Valdez) with unanimous approval by the board, to advertise Ordinance 330, Traffic Regulations in East Petersburg Borough.*
- 3. It was moved and seconded (Councilmember Valdez, Councilmember Tirado) with unanimous approval by the board, to approve 2026 Holidays.*
- 4. It was moved and seconded (Councilmember Gochnauer, Councilmember Herr) with unanimous approval by the board, to approve White, Rudy LLC, 3rd year auditing agreement.*
- 5. It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to approve payment to SLC Excavating LLC in the amount of \$79,349.27.*
- 6. It was moved and seconded (Councilmember Valdez, Councilmember Herr) with unanimous approval by the board, to approve 2026 Meeting Dates.*

EXTRA ITEMS:

- 1. It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve the payment to Midland Asphalt in the amount of \$80,768.50 for Hollow Drive and Steven Street project. The project was approved on February 27, 2025 and this amount is in line with the approved amount.*
- 2. It was moved and seconded (Councilmember Valdez, Councilmember Schick) with unanimous approval by the board, to approve the Pumpkin Fest to be moved to October 18, 2025.*

ANNOUNCEMENTS:

- The next Borough Council meeting will be held on Wednesday, November 5, 2025 at 7:00 p.m.
- Appeals Board October 9 - 7 p.m. as needed
- Planning Commission October 16 - 7 p.m.
- Zoning Hearing October 22 - 7 p.m. as needed
- Committee October 23 - 6 p.m.

F. Trick or Treat in East Petersburg Borough will be held on October 31, from 6-8 p.m. Rain date is November 1.

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

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL MATTERS: None.

ADJOURNMENT: 8:24 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING

Held in person: 6051 Pine Street, East Petersburg, PA

November 5, 2025 - 7:00 p.m.

Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President (Absent), Adam Gochnauer – ProTem, John Herr – Member, Randy Rannels – Member, David Tirado – Member, Sandra Valdez – Member, Mayor: Bill Trovato, Borough Manager: Karen St. Clair

VISITORS: David Connor, Jeff Moseman, Joyce Mokros, Brendan Garrett, Mary Armstrong, Evan Hunter

VISITORS/COMMENTS: None.

BILL PAYMENT: Reviewed by Council - No additions to the regular bills.

REPORTS:

Police: Report submitted to Council. In October there were 206 calls with 7 arrests, and 14 traffic citations.

Mayor: Events Committee will be holding Santa in the Park on December 19, 5-7 and December 20, 9-11 & 12-2.

Penn State Life Lion EMS: Report submitted to Council. They handled 17 calls in the borough in October.

Emergency Services Coordinator: Report submitted to Council. Working on compiling information for warming and cooling stations known as code red/code blue, prepared for election, finalized Hazard Mitigation Plan.

Fire Dept.: Report submitted to Council. In October there were 23 calls, with 3 being in the borough.

Zoning: Report submitted to Council. MS4 on-call services. Pine St. project administration.

Property Maintenance: Report submitted to Council. Filing citations for continued non-compliance.

Solicitor/Collections: No report.

HARC: They are working on updating their employee handbook.

Department Managers MS4/Public Works/Water: Reports submitted to Council.

Sweeper AC fixed. Vehicles are winterized. Street signs still being installed.

Park: concession stand & bathrooms should be complete by end of November. Additional cameras were installed.

Bathroom at the Nitrate Plant is complete. Still working on getting permit for interconnect.

The water ban is still in affect for at least one or two more weeks.

Working on MS4 SOP for confined space entry. State St. storm pipe lining is complete.

Final walk through was done for Pine Street project.

Borough Manager: Report submitted to Council.

All municipal websites will need to be ADA compliant by 4/26/2027. We are still having issues with our website and options for a new website will be discussed at the January meeting.

Lancaster County will be doing a reassessment of all properties. In December fliers will be sent to every property owner to update their property on the website. There will be meeting times available in December for people who do not have access to internet to complete their update.

Awarded 2026 safety grant up to \$1,800.00 for eye wash station, chaps, half face respirators.

Penn State Health and Warwick Ambulance will submit amended agreements. This will be on January agenda.

Proposed 2026 Budget was presented at October Committee meeting and is on the agenda for advertisement.

Park project is now complete and looks great. Next will be to review options for bike rack grant.

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, Review of 2026 Budget, Misc. items, September Minutes, Ord. 330-Amendments to Chapter 116 for the Code related to vehicles and traffic, Executive session for personnel reasons

NEW BUSINESS – Action Items: *Council may discuss/deny/approve.*

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Rannels, Councilmember Gochnauer) with unanimous approval by the board, to approve October 7, 2025, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Gochnauer, Councilmember Valdez) with unanimous approval by the board, to approve the proposed budget for 2026.*
3. *It was moved and seconded (Councilmember Valdez, Councilmember Tirado) with unanimous approval by the board, to advertise the proposed budget for 2026.*
4. *It was moved and seconded (Councilmember Gochnauer, Councilmember Rannels) with unanimous approval by the board, to approve Resolution 919, Hazard Mitigation Plan.*

EXTRA ITEMS: None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Wednesday, December 2, 2025 at 7:00 p.m.
- B. Appeals Board November 13 - 7 p.m. as needed
- C. Zoning Hearing November 19 - 7 p.m.
- D. Planning Commission November 20 - 7 p.m. as needed
- E. Committee January 22, 2026 - 6 p.m.
- F. The office will be closed November 27 and 28 in observance of the Thanksgiving holiday.

EXECUTIVE SESSION FOR LEGAL AND PERSONNEL MATTERS: None.

ADJOURNMENT: 7:21 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary



EAST PETERSBURG BOROUGH COUNCIL MEETING

Held in person: 6051 Pine Street, East Petersburg, PA

December 2, 2025 - 7:00 p.m.

Meeting Minutes

CALL TO ORDER: Meeting was called to order by Debra Miller, President of Borough Council, at 7:00 p.m. with a moment of silence and Pledge of Allegiance.

ROLL CALL: Council Members: Debra Miller – President, John Schick – Vice President, Adam Gochnauer – ProTem (Absent), John Herr – Member, Randy Rannels – Member, David Tirado – Member, Sandra Valdez – Member (Absent), Mayor: Bill Trovato, Borough Manager: Karen St. Clair

VISITORS: David Connor, Dereck Duffy, Don Schoenberger, Jamie Rohrer, Joyce Mokros, Brendan Garrett, Violet DeStefano, Linda Rannels

VISITORS/COMMENTS: None.

BILL PAYMENT: Reviewed by Council. Payment for park project is on the agenda.

REPORTS:

o Police: Report submitted to Council. Chief Kilgore was in attendance and shared updates for 2026. Traffic is top issue; Urban SDK is being implemented to monitor every road 24/7 in their jurisdictions. This system will be up and running in January. Patrols will be sent to areas that are shown to have issues. Bullet kits were received from EPFD and are now in each patrol car. All school staff in jurisdiction will have badges with alert system and GIS. Traffic accidents were down in 2025 due to proactive measures. New drone has been purchased to comply with the new regulations.

o Mayor: Events Committee will be holding Santa in the Park on December 12, 5-7 and December 13, 9-11 & 12-2.

o Penn State Life Lion EMS: Report submitted to Council. They handled 26 calls in the borough in November. Response times run 8-10 minutes.

o Emergency Services Coordinator: Report submitted to Council. Information for warming and cooling stations known as code red/code blue will be shared online. Working on protocol for alcohol policy for events at park and updating business list.

o Fire Dept.: Report submitted to Council. In October there were 19 calls, with 8 being in the borough.

o Zoning: Report submitted to Council. Project inspections.

o Property Maintenance: Report submitted to Council.

o Solicitor/Collections: Report submitted to Council.

o HARC: Although there was a decrease in revenue, there was still a profit for 2025. The decreased use was due to the extended rainy season. Expenses were under budget.

o Department Managers MS4/Public Works/Water: Reports submitted to Council. Matt received CDL. New doors on CC. Improvements being made to shed at park. Pine St. sidewalk inspections are done for the season. TOA utility walk through – findings have been submitted. Waiting on DEPs response for city interconnect project. Blue mats have been placed on various storm drains to help keep the debris out of the drains but still allow water to drain. Received confined space equipment; official training will begin after new employee begins. Hollow Drive triple pipe will be installed when piping is received. Riparian Buffer trees are thriving and 10-15 ft tall now. Will be applying for grant for bike racks at the community park, meadows, and constitution square basketball court to promote bicycling.

o Borough Manager: Report submitted to Council. Tax millage will remain the same. Trash rate remains the same. Water increases 3% to cover water equipment, maintenance, water tanks, phase 2 Pine St. water main replacement, replacement pumps at city interconnect, fencing at spring as required by DEP, spare pumps and misc. upgrades required by DEP.

Other projects for 2026 funded with reserves: new website, PW shop renovation (this will span over 3 years), ADA ramps, new street sweeper, Pine St. pipe relining.

Manager St. Clair thanked John Schick, Randy Rannels and Bill Trovato for their dedication, contributions, and many years of service.

OLD BUSINESS:

Committee Meeting Topics – No meeting in November and December.

NEW BUSINESS – Action Items: *Council may discuss/deny/approve.*

President Miller asked if there were any questions about the action items. There were no questions.

1. *It was moved and seconded (Councilmember Rannels, Councilmember Herr) with unanimous approval by the board, to approve November 5, 2025, Council Meeting Minutes.*
2. *It was moved and seconded (Councilmember Herr, Councilmember Tirado) with unanimous approval by the board, to approve the Budget for fiscal year 2026.*
3. *It was moved and seconded (Councilmember Herr, Councilmember Rannels) with unanimous approval by the board, to approve Resolution 920, setting water rates for 2026.*
4. *It was moved and seconded (Councilmember Rannels, Councilmember Tirado) with unanimous approval by the board, to approve Resolution 921, setting trash rates for 2026.*
5. *It was moved and seconded (Councilmember Herr, Councilmember Rannels) with unanimous approval by the board, to approve Resolution 922, setting tax rates for 2026.*
6. *It was moved and seconded (Councilmember Rannels, Councilmember Tirado) with unanimous approval by the board, to approve Resolution 923, updating fee schedule to reflect the water rates, effective January 1, 2026.*
7. *It was moved and seconded (Councilmember Schick, Councilmember Herr) with unanimous approval by the board, to approve payment to Guyer Brothers in the amount of \$236,650.00 for the State Street Pipe Relining Project.*
8. *It was moved and seconded (Councilmember Schick, Councilmember Rannels) with unanimous approval by the board, to approve payment to SLC in the amount of \$79,326.00 for the Community Park Project.*
9. *It was moved and seconded (Councilmember Rannels, Councilmember Herr) with unanimous approval by the board, to accept the resignation of Josh Roberts from the Planning Commission.*

EXTRA ITEMS: None.

ANNOUNCEMENTS:

- A. The next Borough Council meeting will be held on Monday, January 5, 2025, at 7:00 p.m.
- 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. as needed
- E. Committee January 22, 2026 - 6 p.m.
- F. There is an opening on 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.

ADJOURNMENT: 7:52 p.m.

EXECUTIVE SESSION FOR LEGAL MATTERS: In: 7:58 p.m. Out: 8:32 p.m.

Respectfully Submitted,
Kim Strayer, Recording Secretary