

Official and Approved Minutes

BERLIN BOROUGH COUNCIL

June 5, 2014 - 7:00 p.m.

1. The President calls the meeting to order.
2. Pledge of Allegiance to the American Flag.
3. Kerrie Broderick offers a non-denominational prayer.

ROLL CALL: All listed below were present.

Kerrie Broderick / President
Roger Clarke
Thomas Fisher
Eric Glotfelty
Brett Custer
Barb Zerfoss
John Harding, Jr.
Mayor Joseph Krause

Also in attendance were:

Terry Metzgar, Borough Secretary

Members of the public:

See Attached Roster

Citizen Comments:

Ruth Pierson addressed the council requesting permission to decoratively paint the refuse dumpster at Berlin Manor.

Motion by Eric Glotfelty and seconded by Barb Zerfoss to approve the decorative painting of the refuse dumpster at Berlin Manor by Ruth Pierson and associates.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

Troy Glotfelty Drainage Issue on Shady Lane (See Exhibit P6)

Motion by Roger Clarke and seconded by John Harding directing the Borough Secretary to contact Musser Engineering regarding the storm water drainage issue on Shady Lane with the cost to be shared equally between the borough and Troy Glotfelty.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

4. Minutes of the May 1, 2014, Special Borough Council meeting for review. (Exhibit P9)

Motion by Roger Clarke and seconded by Eric Glotfelty to approve and accept the minutes of Berlin Borough Council Meeting dated May 1, 2014.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

President's Report

The following items came in after our Monday Evening Deadline:

1. The Fire Department would like to know if the borough could contribute \$800 to the Independence Day fireworks display.

Motion by Brett Custer and seconded by Thomas Fisher to contribute \$800 to the BVFD Independence Day Fireworks display.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

2. The Fire department is asking that we approve their request for the Block Party Parade on August 14th, 2014.

Motion by Roger Clarke and seconded by Barb Zerfoss to approve the BVFD's request for the Block Party Parade on August 14, 2014 pending approval of all necessary state documentation and permits.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

Mayor's Report: Mayor Joseph Krause

Police Report (Exhibit P18)

Motion by Brett Custer and seconded by Roger Clarke to approve and accept the Police Report as presented.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

Council Member Roger Clarke asked that the Mayor commend OIC Norman for the fine job that he performed in responding to complaints.

Committee Reports:

Electric & Equipment

Brett Custer, Chair

Tree Trimming

In an effort to anticipate problems before they create an outage, Borough Crews have been working with Wiedenhof Electric to trim those trees that present a clear and present danger to both public safety and our power distribution grid.

There is much more to be done on this but we addressed the worst areas last week.

GOAB Project

The west circuit GOAB is completed and we are about to cut-in the re-closer switch. Next we will move to the Center Circuit which will involve several pole replacements along the way.

Phase Balancing

We have quite a bit of work to do here in that all three borough circuits have significant phase unbalance issues with the West Circuit being the worst. Correcting this requires load changes that must be done carefully to avoid any service interruptions.

Infrastructure Asset Inventory

We hope to start this process on 061114 with the addition of our new summer intern.

We are, however, faced with a number of process options:

Option One: Go with AMP on their turn-key inventory for a whopping \$58,917.98

Option Two: Piggyback with AMP with local data gathering and AMP data input into ESRI ARC/GIS for a mere \$27,772.40

Option Three: Purchase the ESRI ARC/GIS software and do the entire process locally for \$7000 plus additional modules and training. ESRI ARC/GIS is the industry standard that provides a level on complexity and sophistication that would be nice but is perhaps more than we need or can afford.

Option Four: Compile the database locally and overlay the data onto Google Maps Engine Pro for \$150 per year.

Infrastructure Asset Inventory (See Exhibit P27)

Motion by Brett Custer and seconded by Barb Zerfoss to approve the purchase of Google Map Pro Engine access and a differential GPS unit to be used as part of our Infrastructure Asset Inventory Process at a cost not to exceed \$2,100 .

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

PERSONNEL & FINANCE

Thomas Fisher (Chair)

Treasurer's Report and Bills:

Motion by Thomas Fisher and seconded by Eric Glotfelty to approve the bills and Treasurer's Report as specified on Exhibit P28.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

FIRE & GARBAGE

Roger Clarke (Chair)

Tree Talk II Borough Beautification / PSU Arborist, Tom Ford will meet with interested parties on 061214 at 3:30 PM at the Berlin Borough Council Meeting Room.

After discussing refuse collection rates and tipping fees, the council offered the following motion:

Motion by Barb Zerfoss and seconded by Thomas Fisher to place an “Electronics Only” dumpster at the Borough shed in an effort to both beautify the borough and provide a disposal source for such items. This dumpster must be clearly marked and monitored to assure electronics only.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

BUILDING PERMIT & PROPERTY

John Harding (Chair)

Held-over IBTS complaints are still pending action from CCIS despite several email requests for updates.

List of permits (Exhibit P34)

The council directed the Borough Secretary to make another attempt at contacting CCIS to resolve backlogged complaints.

HOUSE

Barb Zerfoss (Chair)

Carpet Installation has been completed.

AED / CPR Training scheduled for 060614 at 09:00 AM.

Borough Building HVAC estimates pending. This works in conjunction with the smoke detector wiring upgrade.

Jake Snyder is giving us an estimate on the sign engraving.

Motion by Roger Clarke and seconded by Thomas Fisher to approve the purchase of borough worker rain and safety gear for \$743.77 as specified on Exhibit P36.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

STREETS, STORM SEWERS & SIDEWALKS

Eric Glotfelty (Chair)

The Berlin Borough Traffic Sign Inventory Plan is attached under Exhibit P37.

The painted crosswalks are mostly completed except for those areas where we are replacing catch basins.

In order to facilitate the Liquid Fuels paving project, Borough crews will need to replace the catch basin at Liberty and Laurel. This needs moved to the center of the intersection for proper drainage.

Opening of Municipal Liquid Fuel Paving Bids.

Roger Clarke mentioned that he had received a request from citizens that a “Children at Play” sign be placed near Mulberry and Diamond Streets in an effort to slow vehicle traffic through this area. This issue was referred to the Street Committee for their consideration.

Placement of 4 way stop signs at Laurel and Penn Mar and a speed limit sign on Penn Mar.

Equipment agenda:

Borough provided cell phones for each police cruiser?

Camera replacement for garbage truck.

Office computer upgrade has been completed.

Thoughts on the e-citation computer set up for police cruisers...is cost an issue?

Are there any advantages to bicycles for our police?

Motion by Eric Glotfelty and seconded by Brett Custer to place four way stop signs at the intersection of Laurel and Penn Mar.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

Motion by Thomas Fisher and seconded by Brett Custer to accept the low bid of \$50,262.05 from New Enterprise Stone and Lime for the Municipal Liquid Fuels Paving Projects as specified on the PENNDOT generated Exhibit PX59.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

Motion by Eric Glotfelty and seconded by John Harding to approve the October 3, 2014 Homecoming Parade request (Exhibit P72) from BBSD / Kristi Lowman pending receipt and approval of PENNDOT permits.

*Ayes: 7
Nays: 0
Abstain: 0
Motion Passed*

Motion by Barb Zerfoss and seconded by Eric Glotfelty to replace the defective Refuse Truck Back-up camera at a price not to exceed \$1100.

*Ayes: 7
Nays: 0
Abstain: 0
Motion Passed*

Motion by Brett Custer and seconded by John Harding to replace and move the catch basin at Liberty and Laurel in order to regain proper drainage.

*Ayes: 7
Nays: 0
Abstain: 0
Motion Passed*

Barb Zerfoss mentioned that we should consider crosswalk markers at the drugstore crossing on Broadway.

Eric Glotfelty would like to consider mandating reflective chaps and gloves for the school crossing guards.

POLICE

Brett Custer (Chair)

Damage to police car...insurance claim has been filed.

Discussion about personal cell phone policy.

Should we implement a 24/7 in-car cam use?

Scheduling of Officer Brant?

Cameras in police office.

Update on the Drug task force status pending resolution of back-pay issues.

Motion by Eric Glotfelty and seconded by John Harding to request that the mayor encourage police foot patrols.

*Ayes: 7
Nays: 0
Abstain: 0
Motion Passed*

PLANNING & PROJECT

Barb Zerfoss (Chair)

The Borough's Five Year Plan hinges upon the Asset Inventory Process.

Bike Trail Update (Exhibit P73)

At 09:34 PM the council adjourned to executive session to review and discuss agency business which, if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, including matters related to the initiation and

conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations.

Motion by Eric Glotfelty and seconded by Brett Custer to adjourn to executive session at 09:34 PM.

Aye: 7

Nay: 0

Motion Passed

At 10:17 PM, the council reconvened the regular meeting.

Motion by Eric Glotfelty and seconded by Brett Custer to reconvene the meeting at 10:17 PM.

Aye: 7

Nay: 0

Motion Passed

Motion by Brett Custer and seconded by Roger Clarke to accept Bill Mothersbaugh's resignation (Exhibit P76) from the Berlin Municipal Authority effective 063014.

Ayes:

Nays:

Abstain:

Motion

Council President Broderick then asked for nominations to fill the Municipal Authority seat vacated by Mr. Mothersbaugh's resignation:

Motion by Eric Glotfelty and seconded by Brett Custer to appoint Brett Custer to the Berlin Municipal Authority effective 070114.

Motion by Barb Zerfoss and seconded by Thomas Fisher to appoint Darrel McIntock to the Berlin Municipal Authority effective 070114.

Motion by Eric Glotfelty and seconded by Roger Clarke to close the nominations.

Ayes: 7

Nays: 0

Abstain: 0

Motion Passed

ROLL CALL VOTE:

Motion by Eric Glotfelty and seconded by Brett Custer to appoint Brett Custer to the Berlin Municipal Authority effective 070114.

Aye: Kerrie Broderick

Nay: Roger Clarke

Aye: Thomas Fisher

Aye: Eric Glotfelty

Abstain: Brett Custer

Nay: Barb Zerfoss

Aye: John Harding, Jr.

*Ayes: 4
Nays: 2
Abstain: 1
Motion Passed*

Motion by Eric Glotfelty and seconded by Brett Custer to adjourn this Meeting of the Berlin Borough Council at 10:31 PM.

*Aye: 7
Nay: 0
Motion Passed*

Note: The next regular meeting of the Berlin Borough Council is scheduled for July 10, 2014, beginning at 7:00 p.m., at the Berlin Borough Council conference/meeting room, 700 North Street, Berlin, Pennsylvania.

Since this meeting was the first for our newly re-organized Berlin Borough Council, please see the attached Official Portrait.

Seated left to right: Council Vice President Brett L. Custer, Council President Kerrie P. Broderick, Mayor Joseph G. Krause

Standing left to right: Roger D. Clarke, Thomas L. Fisher, Barbara L. Zerfoss, John F. Harding, Jr. Eric M. Glotfelty.



Guest Registry

Berlin Borough Council Meeting

June 5, 2014

Name	Address	Telephone	Email
Ruth Pierson	101 Berlin Manor	267-5903	piersonr58@gmail.com piersonr58
Jill Hamacher	213 Berlin Manor	724-858-8972	
Troy Glotfelty	409 Shady Lane	274-1296	troy.glotfelty@verizon.net
Ron Lyons	1303 Hay St	267-4379	
CURT GLOTFELTY	1416 LAUREL ST	267-5273	
Roger Foy	1013 Broderick	267 3312	
Daniel Weener	1414 Main St	267-5693	



Thank You for attending the Berlin Borough Council Meeting.

Your input is both welcomed and appreciated.