



OFFICIAL AND APPROVED MINUTES

SPECIAL MEETING BERLIN BOROUGH COUNCIL

May 13, 2016 - 7:00 p.m.

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

Please bow your heads in prayer;

Heavenly Father we ask that you guide us during our meeting, so that we can faithfully serve the citizens of Berlin.

Grant us the knowledge, courage, and dedication needed for this duty.

May God also guide and inform us, according to our faith, certitude and determination.

In your name we pray.

Amen

ROLL CALL

Barb Zerfoss

Thomas Fisher

John Harding, Jr.

Eric Glotfelty

Charles Rhodes

Roger Clarke

President Brett Custer

Mayor Joseph Krause (Absent)

Also in attendance were:

Terry Metzgar, Borough Executive Secretary

Members of the public:

There were no members of the public in attendance

President's Report

Notes to Council:

As part of our effort to improve the well-being of our citizens, Berlin Borough would like to sponsor a community movie night. Toward that end we offer the following motion:

Motion by Eric Glotfelty and seconded by Tom Fisher to approve the expenditure of \$1,000 toward the provisioning of a community movie night in Berlin Borough. This expenditure is contingent upon the successful resolution of security and liability issues along with approval by the BBSD Board of Directors.

Aye: 6

Nay: 1

ROLL CALL

No: Barb Zerfoss

Yes: Thomas Fisher

Yes: John Harding, Jr.

Yes: Eric Glotfelty

Yes: Charles Rhodes

Yes: Roger Clarke

Yes: President Brett Custer

Motion Passed

There has been some discussion about extending the borough water line down to the generation site in terms of both utility and fire protection. In order to place a fire hydrant, the authority would need to extend the 6 inch water main. How does the Council feel about adding fire protection?

Motion by John Harding and seconded by Eric Glotfelty to authorize those steps necessary to extend the existing water line to provide fire protection for the generation site.

Aye: 7

Nay: 0

Motion Passed

With the new borough secretary assuming office, we may wish to off-load some of the municipal authority duties that were performed by the borough secretary and place that responsibility back on the Municipal Authority. How does the Council feel about that?

Motion by Roger Clarke and seconded by Eric Glotfelty to redirect Municipal Authority call out issues to the designated Municipal Authority contact.

Aye: 7

Nay: 0

Motion Passed

Committee Reports:

Electric: Chair Eric Glotfelty

Attached for your review is the Wholesale Load Interconnection Agreement between First Energy / Penelec and the Borough of Berlin. This agreement includes provisions that enhance our ability to interface with Penelec's Emergency Dispatch Center and provisions needed for the Generation Project.

Motion by Roger Clarke and seconded by John Harding to accept and approve the Wholesale Load Interconnection Agreement between First Energy / Penelec and the Borough of Berlin.

Aye: 7

Nay: 0

Motion Passed

At 7:15 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 Tom Fisher to adjourn to executive session.

Aye: 7

Nay: 0

Motion Passed

Motion by Eric Glotfelty and seconded by Tom Fisher to reconvene the regular meeting.

Aye: 7

Nay: 0

Motion Passed

At 8:19 PM, the council reconvened the regular meeting.

Since the Borough Code does not allow for more than one borough secretary, it will be necessary to appoint an Assistant Secretary so that they might train under the tutelage of our present borough secretary.

RESOLUTION NO. 051316A

WHEREAS, Section 1112 of the Pennsylvania Borough Code (Pa. Act 43 of 2012) provides for the appointment, by Resolution, of an Assistant Secretary.

THEREFORE BE IT RESOLVED, that the appointment of Lisa A. Ogline as Berlin Borough's Assistant Secretary is of record as part of this Resolution pursuant to Section 1112 of the Pennsylvania Borough Code.

Motion by Eric Glotfelty and seconded by John Harding to adopt Resolution 051316A appointing Lisa A. Ogline as Berlin Borough's Assistant Secretary at an annual salary of \$43,000 per year contingent on the receipt by the Borough of Berlin of acceptable results of a drug and alcohol test, Pa. Act 34 criminal history check, Federal Act 114 FBI clearance, and Pa. Act 151 child abuse clearance. Details of the compensation package are listed below.

Borough of Berlin
700 North Street
Berlin, PA 15530

Lisa A. Ogline
Salary: \$43,000 per year

Vacation:
1 week after 6 months
2 weeks after 1 year
3 weeks after 10 years

Sick Days:
5 for the first six months
5 for next six months
(Accumulate maximum total of 30)
(Pay for hours over 30 at beginning of each year)
Personal Day: 1 per year
Paid Holidays: 8 per year

Full Health Care Benefits
Other benefits: \$15,000 Group Term Life Insurance, Pension Plan
Additional Compensation to be paid on a time and a half basis for after-hours work, or, at the option of the employee, comp time on a time and a half basis.
Pay IRS mileage rate when required to use personal vehicle
Provide \$25.00/stipend per month for cell phone.

Aye: 6

Nay: 1

ROLL CALL VOTE

Yes : Barb Zerfoss

Yes : Thomas Fisher

Yes : John Harding, Jr.

Yes : Eric Glotfelty

Yes : Charles Rhodes

No : Roger Clarke

Yes : President Brett Custer

Motion Passed

Since Terry Metzgar's retirement is effective on 052116 and our new Assistant Secretary might benefit from his tutelage, we may want to ask Mr. Metzgar if he would consider extending his tenure to the day after our next Meeting on 060216.

Motion by Eric Glotfelty and seconded by Tom Fisher to request that our retiring borough secretary, Terry Metzgar delay his retirement until 060316 so that he might train our new assistant borough secretary.

Aye: 7

Nay: 0

Motion Passed

Motion by John Harding and seconded by Barb Zerfoss to adjourn this Meeting of the Berlin Borough Council at 8:32 PM.

Aye: 7

Nay: 0

Motion Passed

Note: The next regular meeting of the Berlin Borough Council is scheduled for Thursday June 2, 2016, beginning at 7:00 p.m., at the Berlin Borough Council conference/meeting room, 700 North Street, Berlin, Pennsylvania.

Terry L Metzgar

Borough Executive Secretary

May 13, 2016

