

OFFICIAL AND APPROVED MINUTES

BERLIN BOROUGH COUNCIL

July 2, 2015 - 7:00 p.m.

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

ROLL CALL

Barb Zerfoss

Thomas Fisher

Roger Clarke

John Harding, Jr. (Absent)

Eric Glotfelty

Mayor Joseph Krause

Brett Custer

Kerrie Broderick / President

Also in attendance were:

Terry Metzgar, Borough Executive Secretary

Members of the public:

See Attached Roster

Citizen Comments:

Tom Croner commented later in the meeting regarding his Shady Lane Development.

4. Minutes of the June 4, 2015 Borough Council meeting for review.

Motion by Brett Custer and seconded by Tom Fisher to approve and accept the minutes of Berlin Borough Council Meeting dated June 4, 2015.

Ayes: 6

Nays: 0

Motion Passed

President's Report

1. With our insurance coverage expiring on 080115, I will entertain a motion to continue our existing contract with Cover Insurance for the Borough and Donner Insurance for the Berlin Volunteer Fire Department.

Motion by Eric Glotfelty and seconded by Barb Zerfoss to renew the Berlin Volunteer Fire Department's insurance coverage through the Donner Farber Insurance Agency effective August 1, 2015, at an annual premium of \$13,484.

Ayes: 6

Nays: 0

Motion Passed

Motion by Roger Clarke and seconded by Tom Fisher to renew the Borough's insurance coverage through the Cover Insurance Agency and EMC Insurance Company at a total annual premium of \$58,028.00.

Ayes: 6

Nays: 0

Motion Passed

Roger Clarke mentioned that we might want to consider alternative sources next year.

Mayor's Report: Mayor Joseph Krause

Police Report (Oral Report from the Mayor)

The following is for the month of June 2015:

The department handled 23 calls,

1 person was arrested,

7 Traffic stops were conducted,

5 citations were issued.

Approximately 6 hours of foot patrols were conducted.

Motion by Barb Zerfoss and seconded by Tom Fisher to approve and accept the Police Report as presented.

Ayes: 6

Nays: 0

Motion Passed

Barb Zerfoss asked if the mayor had received the abandoned vehicle list? Kerrie Broderick replied that she would get the updated list from John Harding and give it to the mayor for enforcement.

The Council also directed the borough secretary to contact Herring's on the cost of impounding abandoned vehicles.

Committee Reports:

Electric & Equipment

Brett Custer (Chair)

Internal Generation Update.

Our bid proposal deadline is 071715.

Advanced Metering Infrastructure (AMI) allows the automation of our electric and water billing, along with outage reporting capability and a number of other advancements to simplify and increase the efficiency of our municipal electric and water.

For Berlin Borough we presently have three potential options:

1. Go it alone and develop a free-standing Mesh Network with internal hosting.
2. Partner with Somerset REC (SREC) using their Power Line Carrier (PLC) system as a host.
3. Partner with AMP on one of their joint ventures with Berlin retaining the field equipment and AMP providing the host service

There are pros and cons for each option and we are exploring all of them.

In light of the recent storm / fallen tree related electrical outage affecting Valley View and the sewage plant, we may wish to consider (pending property owner approval) professional trimming of the right-of way down Valley Road to the sewage plant. Please note that Brian Wiedenhoft does not wish to attempt this due to the difficult terrain and size of the trees.

Motion by Roger Clarke and seconded by Barb Zerfoss to approve B&L Tree Service for the trimming the Valley Road right-of-way at a cost not to exceed \$7,500.

Ayes: 6

Nays: 0

Motion Passed

The council directed the borough secretary to take those steps necessary to discover the property line location at the Berlin Dump so that we can then remove trees up to the property line.

PERSONNEL & FINANCE

Thomas Fisher (Chair)

Treasurer's Report and Bills:

Motion by Brett Custer and seconded by Roger Clarke to approve the bills and Treasurer's Report.

Ayes: 6

Nays: 0

Motion Passed

FIRE & GARBAGE

Roger Clarke (Chair)

New 6 and 8 yard dumpsters?

Motion by Brett Custer and seconded by Tom Fisher to approve the purchase a one new 6 yard dumpster and one new 8 yard dumpster at a total cost of \$2582.00.

Ayes: 6

Nays: 0

Motion Passed

BUILDING PERMIT & PROPERTY

John Harding (Chair)

CCIS Activity Report.

HOUSE

Barb Zerfoss (Chair)

15 MPH signs on North and Brubaker....should they be removed?

The council elected to take no action at this time.

STREETS, STORM SEWERS & SIDEWALKS

Eric Glotfelty (Chair)

Chairman Glotfelty would like to explore interest in having a Community Movie Night in the borough Block Party Lot.

We have received an offer to join with Brothersvalley Township to tar and chip the borough's portion of Town Hill Road for a distance of 272 feet at a cost of around \$900?

Motion by Tom Fisher and seconded by Barb Zerfoss to join with Brothersvalley Township to tar and chip the borough's portion of Town Hill Road a distance of roughly 272 feet for a cost not to exceed \$900.

Ayes: 6

Nays: 0

Motion Passed

Motion by Brett Custer and seconded by Tom Fisher to require the issuance of a vendor purchase order by the borough secretary prior to delivery of any vehicle to that vendor.

Ayes: 6

Nays: 0

Motion Passed

The council directed the borough secretary to compile a list of locations for tar sealant.

POLICE

Brett Custer (Chair)

All is well with our Police Force operating in an exemplary fashion.

PLANNING & PROJECT

Barb Zerfoss (Chair)

A motion was made At 08:24 and then passed to 08:40 to adjourn 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 Roger Clarke to adjourn to executive session.

Aye: 7

Nay: 0

Motion Made at 08:24 PM and Passed at 08:40

After the initial motion, Tom Croner asked to address the council regarding his Shady Lane Development and asked if the council might rescind their earlier motion requiring a security fence. The council tabled any change pending further research.

Motion by Eric Glotfelty and seconded by Tom Fisher to reconvene the regular meeting at 09:47 PM.

Aye: 6

Nay: 0

Motion Passed

At 09:47 PM, the council reconvened the regular meeting.

Motion by Tom Fisher and seconded by Brett Custer to mandate the following procedure on all property maintenance complaints:

Individual Council members may not file property maintenance complaints on the behalf of the Borough.

Complaints must flow through the Property Maintenance Chairman to the Property Maintenance Committee who will then direct the Borough Secretary to submit the complaint on the behalf of the Berlin Borough Council.

Aye: 6

Nay: 0

Motion Passed

Motion by Roger Clarke and seconded by Tom Fisher to rescind the June 4, 2015 motion hiring Sam Popovich Jr, as a full time employee and Larry Pritts as a part time employee due to their failure to comply with the CDL testing stipulation contained in that motion:

Aye: 6

Nay: 0

Motion Passed

Motion by Tom Fisher and seconded by Eric Glotfelty to establish and maintain a Standard Operating Procedure for Council Members that consists of the following:

- 1. Council members shall only contact outside agencies after this course of action has been approved by the applicable committee and then the council-as-whole.*
- 2. Council members may only contact borough solicitors or attorneys after that action has been approved by both the committee and the council-as-a-whole.*

Aye: 6

Nay: 0

Motion Passed

Motion by Tom Fisher and seconded by Brett Custer to retain Sam Popovich Jr. in his present part time position and to hire Larry Pritts Jr. as a part time employee contingent upon successful completion of his CDL License by 080515 and successful completion of his background checks.

Aye: 6

Nay: 0

Motion Passed

Motion by Eric Glotfelty and seconded by Brett Custer to adjourn this Meeting of the Berlin Borough Council at 09:52 PM.

Aye: 6

Nay: 0

Motion Passed

Note: The next regular meeting of the Berlin Borough Council is scheduled for August 6, 2015, beginning at 7:00 p.m., at the Berlin Borough Council conference/meeting room, 700 North Street, Berlin, Pennsylvania.

Terry L Metzgar

Terry L. Metzgar
Executive Borough Secretary
July 2, 2015



Guest Registry

Berlin Borough Council Meeting

July 2, 2015

Name	Address	Telephone	Email
Eric Kieta	Daily American		
Nancy Glotfelty			
CURT GLOTFELTY			
Tom Crowder			
Wm. D. A.			

If you would like to address the Council, please enter your name and the subject that you wish to discuss here:

Fence around sedimentation Pond



Thank You for attending the Berlin Borough Council Meeting.

Your input is both welcomed and appreciated.