

# OFFICIAL AND APPROVED MINUTES

## BERLIN BOROUGH COUNCIL

**August 6, 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.  
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:

The following residents have asked to address the Council:

Pam Zerfoss:

Ms. Zerfoss mentioned that traffic heading west on Main Street and trying to turn right onto Broadway often obstructs other traffic. Can we place turning lanes?

The council directed the borough secretary to check with PennDOT on this issue.

She also asked for tree trimming at the following locations:

Diamond and Division obstructed by pine tree branches

Meadow and North

Meadow and North

North and Ninth

Main and Cumberland

This was referred to Street Committee

Brian Ferg

Mr. Ferg wanted to know about his assessed fine for a building code violation and accused Barb Zerfoss of instigating the complaint. He also wanted to know what was being done about Barb Zerfoss using the borough solicitor for personal legal business. Barb Zerfoss denied these allegations.

Kim Sarver addressed the Council about abandoned and deteriorated trailers along Brubaker Street. (There was a formal complaint filed by the borough through CCIS on this location back in April of 2014)

Council directed the borough secretary to refer this matter to CCIS.

4. Minutes of the July 2, 2015 Borough Council meeting for review. (Exhibit P17)

*Motion by Tom Fisher and seconded by Eric Glotfelty to approve and accept the minutes of Berlin Borough Council Meeting dated July 2, 2015.*

*Ayes: 5*

*Nays: 2*

*Motion Passed*

**ROLL CALL**

No: Barb Zerfoss

Yes: Thomas Fisher

No: Roger Clarke

Yes: John Harding, Jr.

Yes: Eric Glotfelty

Yes: Brett Custer

Yes: Kerrie Broderick

Council Member Barb Zerfoss mentioned that she felt that the unofficial minutes of the Council's 070215 meeting failed to mention her remarks regarding the previous month's committee meeting and wanted it shown in the minutes. She also wants our solicitor to attend all of the council meetings so that we might have on-the-spot legal opinions. There were no other voices of support for this statement and the motion to approve the minutes passed 5 to 2.

## **President's Report**

Notable Upcoming Events:

Community Fair: 091615 to 091915

First Day of School: 090115

Homecoming: 100215

Homecoming Parade at 18:00 on 100215

Senior Night 102315

BBSD New Student Registration: 081115 09:00 to 14:00

Since the borough newsletter comes out in October, is there anything that the council would like to include? Our office staff would need this information by September 25<sup>th</sup> in order to review it at our October First Council Meeting.

The council would like to include the curfew ordinance in the next newsletter also mentioning that it will be actively enforced.

We may also wish to mention the new Muni-Link billing software Customer Portal feature in the newsletter. This Customer Portal allows our customers to pay their bills online. With the Council's approval, we may have the portal ready to go in the November time frame.

We also received a letter from Custer Holdings requesting the Council's input and guidance on the historical restoration of their property at 213 Main Street. (Exhibit PX).

This is the Council's chance to provide feedback on both the authenticity and esthetics of this privately financed project.

## **Mayor's Report: Mayor Joseph Krause**

### **Police Report (Oral Report from the Mayor)**

#### **MAYOR'S MONTHLY REPORT**

For the month of July:

Police answered 41 complaints.

From these complaints, 5 people were arrested and 3 non-traffic citations were issued.

7 Traffic stops were conducted and 4 traffic citations were issued.

5.5 hours of foot patrols were conducted.

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

*Ayes: 7*

*Nays: 0*

*Motion Passed*

## **Committee Reports:**

### **Electric & Equipment**

Brett Custer (Chair)

Our new Muni-Link municipal billing software provides an automated work order generation process that we now use for Wiedenhof work orders. In the future, we may wish to expand this feature into other aspects of our borough operations. Are there any questions from the council on this feature or its future expansion?

All council members concurred with the continued expansion of the Muni-Link work order feature.

The Valley Road tree trimming has been completed.

Internal Generation Update.

Our Generation Project Public Meeting Monday is scheduled for September 28, 2015 from 06:00 PM to 07:00 PM at the Berlin Community Building Hall.

Mayor Krause asked about the oil leak repairs on Truck 16? This was referred to the Street Committee.

## **PERSONNEL & FINANCE**

Thomas Fisher (Chair)

Treasurer's Report and Bills:

*Motion by Roger Clarke and seconded by John Harding to approve the bills and Treasurer's Report.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

## **FIRE & GARBAGE**

Roger Clarke (Chair)

The new 6 yard dumpster has been received and we are awaiting delivery of the 8 yard unit.

## **BUILDING PERMIT & PROPERTY**

John Harding (Chair)

CCIS Activity Report.

## **HOUSE**

Barb Zerfoss (Chair)

## **STREETS, STORM SEWERS & SIDEWALKS**

Eric Glotfelty (Chair)

Tar buggy rental and the BBSD request.

*Motion by Barb Zerfoss and seconded by Brett Custer to approve the rental of a Crafcro Super Shot 125DC Melter Crack Sealing Tar Buggy for a period of one week at \$1500 per week plus material.*

*Ayes: 7*

*Nays: 0*

*Motion Passed*

The joint tar & chip projects with Brothersvalley Township on Town Hill Road and North Broadway have been completed.

Roger Clarke asked that the borough secretary check on the purchase price for a tar buggy so that we might consider a future purchase rather than a rental.

Eric Glotfelty and the council directed the borough secretary to check with our solicitor on the RIAA legality of having a movie night.

Roger Clarke asked about a possible four- way stop sign at Division and South. This may require a PennDOT traffic study. The council did not reach a decision on this.

The council directed the borough secretary to check on the status of the Oakes hearing.

The council directed the borough secretary to sweep the tar and shale remnants off of Town Hill Road and Main Street intersection and the North Broadway and Shady Lane intersection.

The council decided to not grant a variance to the sidewalk ordinance requiring a grass strip between the sidewalk and the curb at the Eric Johnson residence at 200 Broadway.

### **POLICE**

Brett Custer (Chair)

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

### **PLANNING & PROJECT**

Barb Zerfoss (Chair)

At 07:48 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 Roger Clarke and seconded by Eric Glotfelty to adjourn to executive session.***

***Aye: 7***

***Nay: 0***

***Motion Passed***

***Motion by Roger Clarke and seconded by John Harding to reconvene the regular meeting.***

***Aye: 7***

***Nay: 0***

***Motion Passed***

At 09:15 PM, the council reconvened the regular meeting.

Regarding a query from Pat Pelar to consider a new and updated noise ordinance, the council elected table that issue.

*Motion by John Harding and seconded by Roger Clarke to hire Barry Deeter as a part time borough employee pending completion of his drug testing and background check:*

*Aye: 7*

*Nay: 0*

*Motion Passed*

*Motion by Barb Zerfoss and seconded by Brett Custer to adjourn this Meeting of the Berlin Borough Council at 09:17 PM.*

*Aye: 7*

*Nay: 0*

*Motion Passed*

Note: The next regular meeting of the Berlin Borough Council is scheduled for September 3, 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  
August 8, 2015



# Guest Registry

## Berlin Borough Council Meeting

August 6, 2015

Name	Address	Telephone	Email
Brian Ferg	200 High St.	521-5260	
Sarah Ferg	200 High St.	521-5238	
Pam Zeffoss	200 High St	289-6815	
Nancy Glotfelty			267-5273
Chelsea McCarty		381-4647	
CURT GLOTFELTY			
Troy Glotfelty	409 Shady Lane	267-5069	
Eric Kreta	Daily American		
Jim Sarver	1311 BRUBOKERSE	267-6572	

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

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Thank You for attending the Berlin Borough Council Meeting.

Your input is both welcomed and appreciated.

# Guest Registry

## Berlin Borough Council Meeting

August 6, 2015

Name	Address	Telephone	Email
JAVAN Scheller	300 Main St	267-4025	
Kwame Scheller	217 Broadway	267-6707	
Daphne Smith	724 South St	267-4023	
Marlene Muggare	8 <sup>12</sup> Main St	#267-4433	

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

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Thank You for attending the Berlin Borough Council Meeting.

Your input is both welcomed and appreciated.