



Official and Approved Minutes

BERLIN BOROUGH COUNCIL COMMITTEE OF THE WHOLE

April 19, 2018 – 4:00 P.M.

1. The President called the meeting to order.
2. Pledge of Allegiance to the American Flag.

ROLL CALL

Barbara Zerfoss	Present
Thomas L. Fisher	Absent
Michael A. Lottig	Present
John Harding, Jr.	Present
Thomas W. Jones	Present
Mayor Joseph Krause	Present
Clifford E. Horner	Present
Charles E. Rhodes	Present

Also in attendance:

Thomas D. Jones, Executive Borough Secretary

Members of the public in attendance: *please see the attached guest registry*

Items for Deliberation:

- 1) Council President Charles Rhodes requested that the public works department replace the crosswalk markings at the intersection of Cumberland and Main Streets. Secretary Jones will speak to Chad Lowery about this crosswalk and others throughout town and have the public works department replace the markings as weather permits.
- 2) There was discussion on trimming/cutting trees at the intersection of Cumberland and Main Streets. Secretary Jones stated that the owner of the property at 740 Main Street has given permission for the Borough to remove the trees. Wiedenhoft Electric will be scheduled with the public works department to cut these two trees and the dead one at 713 Main Street.
- 3) Council President Charles Rhodes stated that some trees or another type of barrier is needed at the end of the Borough's property next to the I.O.O.F. Cemetery. He received a quote of \$45 each for 5-6 feet arborvitaes. Mr. Rhodes and Council member Zerfoss are to talk to the cemetery committee about planting trees or placing a barrier there. They will determine how many trees will be required and report back at the May 3rd regular meeting.

- 4) Council President Rhodes stated that an area of the parking lot at the maintenance shed is

severely cracked and may need repaved. Secretary Jones has talked to the paving contractors that received bids for the West Main Street and Mulberry Street paving projects and requested that they quote separately on a 46' x 60' area with 4 inches of asphalt base and 2 inches of top coat asphalt. The public works crews will excavate and prepare this area for paving.

- 5) Quotes will be obtained for painting the Quonset hut maintenance building.
- 6) Council member Thomas W. Jones mentioned that he thinks a traffic mirror is needed at the intersection of Fletcher and Vine Streets for better visibility of oncoming traffic. Joe Krause said that there is one more mirror in inventory. He and Secretary Jones will inspect the intersection to determine where to place a mirror for the best traffic visibility.

Motion by John Harding and seconded by Barb Zerfoss to have the public works department place a traffic mirror at the intersection of Fletcher and Vine Streets.

Ayes: 6

Nays: 0

Motion Passed

- 7) Secretary Jones received a call from Travis McFarland about the Borough placing a curb at 421 Broadway Street. Council directed Secretary Jones to follow up with Mr. McFarland and to tell him the Borough would not put a curb at this location. Any curb on Broadway Street will likely be replaced in the future with the Berlin Revitalization Project. No curb will be placed along North Street at this address.
- 8) Council member Mike Lottig mentioned that the meter cabinet at the blinking light near the school is damaged or has come loose. Joe Krause and Secretary Jones will have the necessary repairs made.
- 9) Council member John Harding asked if the public is allowed to record Council meetings. Secretary Jones stated that it is his belief that the public could record the open Council meetings without giving public notice, but Executive sessions could never be recorded by anyone. If the Council were to record the meetings, then the public would have to be given prior notice of this intention. Secretary Jones will verify this with PSAB and/or the Borough Solicitor. Council member Barb Zerfoss stated that Nancy Glotfelty and Chelsea McCarty were recording the last couple of Council meetings and maybe others in the past. Ms. Zerfoss stated that she noticed that these people had left their cell phone in the room during executive sessions to record them. Ms. Zerfoss also stated that she had observed former Council members Roger Clarke and Brett Custer record council meetings. Secretary Jones stated that in the almost 2 years that he has been secretary that had not noticed any recording devices in executive session and that if Ms. Zerfoss had seen them she should have immediately pointed them out so that the recording device could be removed. Secretary Jones also stated that he sat next to Mr. Custer and Mr. Clarke at Council meetings and he had not observed either of them recording any of the meetings and both of them were well aware of the requirement by Council to announce publicly that meetings were being recorded.
- 10) Noise Ordinance – included with Committee meeting packets for review (*Exhibit 1*). Council will review the ordinance and direct the Solicitor on what action to take at the May 3rd 5th regular Council meeting.

- 11) Paving West Main Street and/or other streets – West Main Street and Mulberry Street were advertised for bids. Bid openings will take place at the May 3rd regular Council Meeting.
- 12) Columbia Gas – sidewalks from 12th Avenue to Hay Street – Secretary Jones has had follow up discussions with Paul Jackel and Nick Seese at Columbia Gas. Columbia Gas prefers to have Berlin bid the project and get reimbursed by Columbia Gas for the sidewalk restoration work. Secretary Jones and Kevin Yoder are compiling estimates for the sidewalks restoration work.
- 13) Junior Council Position – a resolution will need passed to appoint a Junior Council position. This will be done at the May 3, 2018 Council meeting and Cannon Hay can be appointed and sworn in.
- 14) Generator results – the hours operated report was included with the Council meeting packets for review.
- 15) House Bill 1405 – this bill did not make it out of the House Local Government Committee. Representative Berstine introduced HB 2030 and it passed through the House on Wednesday, April 17th and will be forwarded to the Senate. The House vote was 106 Yeas, 89 Nays. Representative Metzger voted against the bill. (*Exhibit 2*) The Borough will continue to oppose House Bill 1405 and will work with AMP and the PMEA in opposition to the bill.
- 16) The Berlin Emergency Operations Plan expires April 30, 2018 and must be revised. Council members Michael Lottig, Charles Rhodes, and John Harding volunteered to review the expiring plan with Secretary Jones and suggest revisions for Council approval at the May 3rd Council meeting.
- 17) NIMS training for Council Members (*Exhibit 3*). All Council members and the Borough Secretary are required to have NIMS training in order to qualify for disaster relief funds reimbursement. This can be done online at the FEMA website.
- 18) The Somerset County Planning Commission has completed a draft of their Alleghenies Ahead comprehensive Plan. This can be reviewed online and comments submitted by June 1, 2018.
- 19) There will be a mini-grant seminar on Tuesday, April 24th at 1:00 at the Somerset County Courthouse if anyone wishes to attend.
- 20) Berlin Police Department – Officer Mark Kosterko gave a demonstration/presentation on officers in action. Many of the perils officers face while on duty were discussed. The presentation included minimal officer training required and potential liabilities municipalities are subjected to. Mayor Joseph Krause will follow-up with OIC Rodney Norman on Berlin officer training and classes that may be available for officers to attend in the near future.
- 21) A codes enforcement forum will be held at Seven Springs on Wednesday, May 2nd from 8:00 a.m. until noon. A copy of the flyer with registration information was included with the Council meeting packet.

- 1) Mobile home ordinance – Mr. Allison is reviewing the Berlin ordinances and the Meyersdale ordinance and will make recommendations.
- 2) Charleroi Borough Business Revitalization Study (*a motion to adjourn was made prior to this topic was discussed*).

ADJOURNMENT

Motion by Michael Lottig and seconded by Barb Zerfoss to adjourn the meeting.

Ayes: 6

Nays: 0

Motion Passed

The meeting was adjourned at 6:05p.m.

Note: The next Committee of the Whole meeting of the Berlin Borough Council is scheduled for Thursday, May 17, 2018, beginning at 4:00 p.m., at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.



Executive Borough Secretary

April 19, 2018





Guest Registry

Berlin Borough Council Committee of the Whole Meeting

April 19, 2018 – 4:00 P.M.

Name	Address	Telephone	Email
Cannon Hay	204 Main St.	814-521-7447	Cannonhay@yahoo.com

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

Thank you for coming to the meeting. Your input is both welcomed and appreciated. Please follow the rules for speaking as follows:

- Please state your name for the record when it is your time to speak
- Identify the agenda item or topic you wish to address
- Limit your comments to Five (5) minutes
- Please avoid foul language or derogatory remarks
- **REMEMBER THAT YOU COMMENTS ARE PART OF THE PUBLIC RECORD!**