



Official and Approved Minutes

BERLIN BOROUGH COUNCIL COMMITTEE OF THE WHOLE

July 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.	Absent at roll call – entered meeting at 4:16 p.m.
Thomas W. Jones	Present
Mayor Joseph Krause	Absent
Clifford E. Horner	Present
Charles E. Rhodes	Present

Also in attendance:

Thomas D. Jones, Executive Borough Secretary (*Junior Council member Cannon Hay was not in attendance*).

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

Items for Deliberation:

- 1) Borough insurance renewals – 08/01/2018-08/01/2019 – the Workers Compensation insurance and the Borough liability and umbrella is up for renewal. Secretary Tom Jones and Treasurer Cindy Flamm recommends that the workers compensation insurance be switched from the state SWIF to AmTrust North America as quoted by Mosholder Insurance Agency for the price of \$28,506.00 (a savings of \$8,463 over last year). The Secretary and Treasurer also recommend the Borough renew with EMC Insurance as quote by Insurance Office, Inc. (formerly Cover Insurance), the commercial liability and umbrella package for the price of \$37,083.00 (a savings of \$2,137 over last year).

Motion by Michael Lottig and seconded by Clifford Horner to purchase workers compensation insurance with AmTrust North America as quoted by Mosholder Insurance Agency for the price of \$28,506.00 for the policy period of 08/01/2018-08/01/2019.

Aye: 5

Nay: 0

Motion Passed

Motion by Clifford Horner and seconded by Michael Lottig to renew the Borough commercial and umbrella insurance policies with EMC Insurance as quoted by Insurance Office, Inc. for the price of \$37,083.00 for the policy period of 08/01/2018-08/01/2019.

Aye: 5

Nay: 0

Motion Passed

- 2) A resolution by Council is required in order to apply for a grant from the DCED Multimodal Transportation Fund Grant Program. The proposed resolution is as follows:

**BOROUGH OF BERLIN
700 NORTH STREET
BERLIN, PA 15530**

RESOLUTION NO. 07192018-01

Be it RESOLVED, that the Borough of Berlin, of Somerset County, hereby requests a Multimodal Transportation Fund Grant of \$3,000,000.00 (three million dollars) from the Commonwealth Financing Authority to be used for the Berlin Revitalization Project – Phase II and Phase III for the replacement of curbs and sidewalks and for upgrades to the streetscapes, including decorative lighting, trees, trash cans, grass strips, and benches.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Thomas D. Jones, Executive Borough Secretary, or Charles E. Rhodes, Borough Council President, as the official to execute all documents and agreements between the Borough of Berlin and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

Motion by Barb Zerfoss and seconded by Thomas W. Jones passing Resolution No. 07192018-01 authorizing the application by the Borough of Berlin for a grant request of \$3,000,000.00 through the Pennsylvania DCED Multimodal Transportation Fund from the Commonwealth Financing Authority to be used for the Berlin Revitalization Project – Phase II and Phase III.

Aye: 5

Nay: 0

Motion Passed

- 3) Shirley Riley has submitted a newspaper article that was published in the July 10, 2018 edition of The Tribune Democrat. *The Council reviewed the article on blighted properties in Johnstown. Secretary Jones will follow up on the mobile homes on North Street and the one owned by Bill Chonko.*
- 4) A resident complained that vehicles are speeding on Mulberry Street. She asked if the street could be posted as 15 MPH and if officers could patrol that street to enforce the speed limit. Another complaint was received about speeding traffic on Brubaker Street and to install a speed bump. It was the consensus of Council not to install a speed bump. *Secretary Jones will discuss this with Mayor Krause and about police patrolling Mulberry Street and Brubaker Street. Barb Zerfoss requested that the Mayor and police department look into vehicles that park on sidewalks. Secretary Jones will post a reminder of Facebook about speed limits and no parking on sidewalks.*

- 5) Muni-Link has proposed services for them to upgrade and maintain the Borough web-site. *Secretary Jones will contact PSAB about the current website and report back to Council.*
- 6) PMEA, AMP, PSAB Conferences – President Charles Rhodes will attend the PSAB Conference at Seven Springs. A decision on anyone wishing to attend either the PMEA or AMP conferences will be made at the August 2nd Council meeting.
- 7) Members from the Ladies Auxiliary and Fire Department presented Council with a quote for a new public-address system for the Community Room. Commercial Sound and Music quoted \$4,988.39. Brad Flick mentioned this does not cover installation of the wiring. Secretary Jones will meet with Brian Wiedenhoft to get his thoughts on installing the wiring.

Motion by Barb Zerfoss and seconded by Michael Lottig to pay up to ½ of the cost of a new public-address system in the Community Room, contingent upon the Ladies Auxiliary and Fire Department paying the balance.

Aye: 6

Nay: 0

Motion Passed

NOTE: The Fire Department and ladies Auxiliary will contact Secretary Jones after they submit the proposal to their respective members.

There was discussion on the fire sirens. They are working for the time being. Secretary Jones will contact Joel Landis and Brian Wiedenhoft and discuss options for replacement/repairs.

Pending and Unresolved issues

- 1) Update on TA Set-Aside meeting with PennDOT – reminder – the scope review of the streets project is scheduled for Monday, August 6th 8:00 a.m. This will only take about 20 minutes. Questionnaires for potential engineering firms should be completed by July 27th.
- 2) Movie Night update – the movie “Early Man” has been selected. Publicity posters and notices will be distributed the week of July 23rd. Somerset Trust will provide popcorn. Secretary Jones will check with Snyder’s for complimentary chips; drinks from Gallikers will be purchased; Secretary Jones and John Harding will purchase bicycles – one boy’s and one girl’s bike will be given away for the age groups 0-4, 5-9, and 10-15.
- 3) Secretary Jones had a discussion with Vicki Hay about her steps and sidewalks. She stated that she had gone through some old photos of hers and realized that the steps and walkway was not aligned evenly before work began on West Main Street and therefore apologized for asking the Borough to correct the problem. She was complimentary to the Council and public works employees on the construction of the retaining wall. Secretary Jones reported that the Borough has received a highway occupancy permit for the Upper Diamond sidewalks and ADA ramps. PennDOT will make a final inspection once New Enterprise is finished with the paving.
- 4) The VFW/American Legion will purchase a sign to direct visitors to their street address. Secretary Jones told Bob Harrity for them to get the sign made and he would have the public works employees put it up.
- 5) Borough of Berlin operating results for the first six months. – Secretary Jones reviewed the operating statement with Council. He pointed out that there are many income and expense

items that are incurred early in the year, but most line items are still in line with budget. He noted that capital expenditures are \$92,000 above budget due to purchasing a new front-end loader instead of a used one, and street construction was above budget by \$53,000 due to the timing of payment to Darr Construction for West Main Street (it had been forecast to complete the project and pay for it by December 31, 2017).

- 6) Electric System Update – the invoice for purchased power for the month of June shows a credit of \$16,058.00 for 5CP load management during last year. The Borough will receive this each month from June, 2018-May, 2019 for a total of \$192,696 savings from running the generators and catching the 5CP times for the prior year. The 5CP times have been captured so far for this summer and the 1CP time has been captured as well. Transmission savings from the 1CP time will be for the calendar year of 2019 and is forecast to be in excess of \$125,000.
- 7) AMP has an awards program that is awarded at their Fall Conference each year. The Berlin Generator Project fits the criteria for some of the categories. The Counsel directed Secretary Jones to nominate Berlin for any award that the Borough Electric System is eligible for.
- 8) The Redevelopment Authority of Somerset County will be administering funds granted through the Somerset Community Development Block Grant program. Secretary Jones was directed by the Council to submit a request for The Berlin Revitalization Project on Diamond Street.

At 5:45 P.M. 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 John Harding and seconded by Clifford to adjourn to executive session.

Aye: 6

Nay: 0

Motion Passed

Executive Session

Motion by John Harding and seconded by Thomas W. Jones to reconvene the regular meeting.

Aye: 6

Nay: 0

Motion Passed

At 6:05 P.M., the council reconvened the regular meeting.

ADJOURNMENT

Motion by Barb Zerfoss and seconded by Clifford Horner to adjourn the meeting.

Aye: 6

Nay: 0

Motion Passed

The meeting was adjourned at 6:06 p.m.

Note: The next regularly scheduled monthly Council Meeting is Thursday, August 2, 2018 at 7:00 p.m.; the next Committee of the Whole meeting of the Berlin Borough Council is scheduled for Thursday, August 16, 2018, beginning at 4:00 p.m. at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.



Executive Borough Secretary
July 19, 2018





Guest Registry

Berlin Borough Council Committee of the Whole Meeting

July 19, 2018 – 4:00 P.M.

Name	Address	Telephone	Email
Bob	282 Hickory Hollow	442-1673	N/A
David Holliday	1301 Stadium St	267-3281	dholl4647@cs
Gerald Parry	423 South St	442-2112	gparry3@verizon.net
Julie Leydig	334 Station Hill Rd.	233-4223	julie.leydig@yahoo.com
Greg Cross	206 Bronco Dr	442-0856	gregcross@conestoga.net
Tim Rhoads	1153 Wills Church Rd	442-2547	FireFighterfu22@

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 YOUR COMMENTS ARE PART OF THE PUBLIC RECORD!