



Official and Approved Minutes

BERLIN BOROUGH COUNCIL COMMITTEE OF THE WHOLE

August 16, 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	Present (absent at roll call – entered at 4:03 p.m.)
Michael A. Lottig	Absent
John Harding, Jr.	Absent
Thomas W. Jones	Present
Mayor Joseph Krause	Present
Clifford E. Horner	Present (absent at roll call – entered at 4:53 p.m.)
Charles E. Rhodes	

Also in attendance:

Thomas D. Jones, Executive Borough Secretary and Junior Council member Cannon Hay.

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

GUESTS: *the following guests have asked to address Council:*

Jane Scurfield – Pius Springs Womans Club – Mrs. Scurfield discussed the possibility of installing a town clock to the Berlin Revitalization Project. She stated that the Pius Womans Club would be willing to assist in raising funds for a clock. She has contacted 2 clock companies and the prices range from \$9-21,000, depending on the style and size of the clock and whether it would be 2-faced or 4-faced. There was some discussion of the best location – Upper Diamond, Lower Diamond, Round-About at Lower Diamond. Secretary Jones stated that the Borough could set up an account for revitalization/beautification and have donations be sent to the Borough for this purpose. He offered to see if the Lions Club would be interested in joining in a fundraiser effort for the project. He will contact Rose Shaffer to see if he and Mrs. Scurfield can come to the next Lions Club meeting and make a presentation.

Sue Walker – questioned why a fine was given to her mother for not cutting grass. Mayor Krause replied because they had ignored his phone calls to have the grass strips cut at the Upper Diamond. He had called other property owners with high grass and some got it cut right away. He stated that there were three ordinance violation citations written and filed with Magistrate Bell and others might be forthcoming. Secretary Jones read aloud Berlin Borough Ordinance 214 after Mrs. Walker questioned the procedure for issuing fines.

Items for Deliberation:

- 1) Brothersvalley Township will be “tarring & chipping” some of their roadways and will do the Borough’s portion of Shady Lane and Broadway Street if the Council wants them too. There will be no charge for the labor and equipment, just a reimbursement of the materials used on the Borough’s portion. The costs will be approximately \$6-7,000.

Motion by Barb Zerfoss and seconded by Clifford Horner approving Brothersvalley Township to “tar & chip” the Borough’s portion of the north portion of Broadway Street that is not on PA 219, and Shady Lane from Broadway Street to the bridge at Stoneycreek River (“Bumble Creek”). Berlin Borough will reimburse Brothersvalley Township for the required materials used only.

Aye: 4

Nay: 0

Motion Passed

NOTE: Council member Clifford Horner arrived at 4:53 p.m.

- 2) Mike Wolfe is requesting a set back variance for 317 5th Avenue.

Motion by Thomas W. Jones and seconded by Barb Zerfoss denying the request by Mike Wolfe for a property set-back variance for him to construct a roof over the mobile home at 317 5th Avenue.

Aye: 5

Nay: 0

Motion Passed

NOTE: A stop work order has been issued by CCIS on August 13, 2018 advising that the structure did not meet the Borough set-backs and must be removed – the address on the application was for 723 5th Avenue. Secretary Jones was directed to notify Mr. Wolfe of Council’s decision and advise him to remove the poles that had been placed. Secretary Jones will notify CCIS and work with them to enforce the removal of the poles.

- 3) Fall Newsletter – the Borough Fall newsletter will be mailed in early October. Council was encouraged to submit information to be included in the letter.
- 4) Borough Employee Appreciation & Christmas Dinner – Council needs to decide on a date for the event if it is going to be held again this year.

Motion by Thomas Fisher and seconded by Clifford Horner approving for the Borough of Berlin to hold an Employee Appreciation & Christmas Dinner at the Berlin VFW/American Legion at 6:00 P.M., Saturday, December 15, 2018.

Aye: 5

Nay: 0

Motion Passed

- 5) Southern Alleghenies Planning & Development Commission has requested to hold its Transportation Improvement Program (TIP) outreach meeting to gather information for 2021-2024 TIP in Berlin in September. Secretary Jones suggested using the Borough Conference Room or the Community Room if there is a large group. *Council directed Secretary Jones to set up the meeting for as late in the afternoon as possible so that all Council members will have an opportunity to attend.*
- 6) New Enterprise has asked for an extension of time to do the paving work on West Main Street and Mulberry Street. The deadline per the contract bid and awarded is August 31,

2018. They are requesting a one-month extension until September 30, 2018. They hope to be able to do the paving work earlier than that date.

Motion by Thomas Fisher and seconded by Clifford Horner granting New Enterprise and Stone an extension of time from August 31, 2018 to September 30, 2018 for the paving of West Main Street and Mulberry Street.

Aye: 5

Nay: 0

Motion Passed

- 7) Senator Pat Stefano will be hosting a round-table discussion on Wednesday, August 29th at the Dairy Bar Restaurant at 11:30 a.m. He is inviting his constituents to attend as he addresses pending legislation and items of special local interest.
- 8) Cenkner Engineering has requested the Borough complete a Land Use Letter for submission to DEP with the Berlin Municipal Authority's permit application to DEP for an NPDES Permit for Stormwater Discharges Associated with Construction Activities. This is for the Authority's proposed replacement of the 12-inch diameter water transmission pipe starting at the intersection of 11th Street and Stadium Street and proceeding in an easterly direction to the old Chlorinator Building located east of the Borough of Berlin along Whitehorse Road.

Motion by Thomas W. Jones and seconded by Barb Zerfoss authorizing Executive Borough Secretary Thomas D. Jones to provide a Land Use Letter to the Municipal Authority of Borough of Berlin for the proposed replacement of the 12-inch diameter water transmission pipe starting at the intersection of 11th Street and Stadium Street and proceeding in an easterly direction to the old Chlorinator Building located east of the Borough of Berlin along Whitehorse Road.

Aye: 5

Nay: 0

Motion Passed

Pending and Unresolved Issues:

- 1) Berlin Revitalization Project – Phase I Update – work is complete except for the curb patching/touch-up by Darr Construction. Rick Hoffman from Darr will have someone on site within the next 2 weeks to finish their work. New Enterprise has begun the preparation work for paving from the Upper Diamond to High Street. Chad Lowery is ready to put the street signs back up, unless Council wants to purchase new ones. There was some discussion last year about replacing the green and white ones with new ones but no action was taken. *Council directed Secretary Jones to gather information on new signs.*

Phase II Update on TA Set-Aside meeting with PennDOT – the scope of project review was held with PennDOT on Monday, August 6th at 9:00 a.m. PennDOT engineers did not note any engineering or environmental issues that would have a material effect on Phase II-A construction. The next step is for the Borough to hire an engineer and then move on to preliminary engineering plans. A public meeting should be held to inform the public about the project construction and for discussion on concerns the public may have.

- 2) Movie Night update – the movie “Early Man” was shown on August 11, 2018. 50-60 people were in attendance. There was some discussion on whether to hold the event next year or not, or to hold a different event. *No action was taken.*

- 3) I.O.O.F. Cemetery – update on placing berm. President Rhodes recommended hiring Mike Fogle to do the berm work for the price of \$800.00.

Motion by Barb Zerfoss and seconded by Thomas W. Jones to hire Mike Fogle, dba Fogle Construction to place a berm at the designated area at the I.O.O.F. Cemetery for \$800.00.

Aye: 5

Nay: 0

Motion Passed

- 4) Blighted properties – mobile home ordinance update, Ed Knittel from PSAB on establishing zoning in the Borough. Council member Thomas W. Jones suggested that a date be set for Mr. Knittel to address Council on adopting a zoning ordinance. Secretary Thomas D. Jones suggested that Brad Allison should attend the meeting as well. *Council directed Council Jones to confirm a date with Mr. Knittel and Secretary Jones will confirm with Mr. Allison.*
- 5) Fire siren update – Secretary Jones had a discussion with Joel Landis with the Somerset County Emergency Management. Mr. Landis stated that he is not aware of any wireless fire sirens/whistles in use in the county. He mentioned that many boroughs and fire departments are doing away with them altogether (Windber is one). He suggested that Council look into utilizing the latest technology with loud speaker voice messaging systems. There are many grant programs available for these. *Council directed Secretary Jones to contact Brad Flick about suggestions.*
- 6) Borough Compost site – Secretary Jones and Chad Lowery met with Brad Cunningham with the PA DEP at the compost site. Everything at the site is in good standing and Mr. Cunningham was pleased that the Borough will maintain the site. He suggested a sign be posted at the gate entrance and recommended that the Borough allow residents to take some of the compost from the site from time to time.
- 7) President Rhodes mentioned that there may be some employees in the public works leaving employment soon. *Council directed Secretary Jones to place a “Help Wanted” ad in the Somerset Daily American.*

ADJOURNMENT

Motion by Barb Zerfoss and seconded by Thomas Fisher to adjourn the meeting.

Aye: 5

Nay:

Motion Passed

The meeting was adjourned at 6:17 p.m.

Note: The next regularly scheduled monthly Council Meeting is Thursday, September 6, 2018 at 7:00 p.m.; the next Committee of the Whole meeting of the Berlin Borough Council is scheduled for Thursday, September 20, 2018, beginning at 4:00 p.m. at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.

Thomas J. Jona

Executive Borough Secretary
August 16, 2018



