



Official and Approved Minutes of THE BERLIN BOROUGH COUNCIL MEETING OF THE WHOLE

September 17, 2020 - 4:00 p.m.

The meeting will be held in accordance with required face mask in public.

The President calls the meeting to order.

Pledge of Allegiance to the American Flag.

ROLL CALL

Charles E. Rhodes	<i>Present</i>
Clifford E. Horner	<i>Present</i>
John F. Harding, Jr.	<i>Absent</i>
Michael A. Lottig	<i>Present</i>
Stephen E. Custer	<i>Present</i>
Thomas L. Fisher	<i>Present</i>
Thomas W. Jones	<i>Present</i>
Mayor Joseph Krause	<i>Present</i>

Also, in attendance is Thomas E. Glessner, Executive Borough Secretary.

Members of the public: **Please sign the Guest Registry:**

President's Report

Senior class request approval to coordinate and conduct a parade on September 25th from the borough lot to the school. They would utilize meadow, Stewart, and Stadium street.

Community Prayer services is scheduled for Sunday September 27th at 4PM in the Borough Lot.

Laurie Shaw - All are welcome to attend!

VFW request approval to conduct Halloween parade and approve Halloween participation October 31, 2020. Organize at the school utilize the route of Stadium, Stewart, and Meadow.

Vehicle parked at 309 Cumberland St with flat tire – ordinance violation.

Senator Stefano luncheon.

Tom Fisher spoke to people at the school regarding the normal Route. Tom Glessner explained the issue with a state permit, especially during the current times that a permit could not be obtained. Tom Glessner reviewed the route with Brad Flick and support from the firemen. Route – to include Meadow, Stewart, and Stadium. Joe would approve the borough streets, not Main St.

Community Prayer – Council had no objections to use the borough lot.

Stephen Custer talked to Bob from the VFW about Halloween and there would be no parade. They will have kids travel through like always and VFW will distribute candy. Leave your lights on if you want to accept trick-or-treaters. Correct Date is Thursday October 29th.

Joe Krause – contacted resident at 309 Cumberland with flat tire and would have it corrected in 2-3 days or issue ordinance violation.

Joe also pointed out that vehicle at the post office had a flat tire.

The following have asked to address the Council:

Executive Session proposed time. _____

Are there any questions or comments?

Committees:

GARBAGE COMMITTEE – John Harding – (Chair) Charles Read this section.

1. Council agreed on September 3rd, that residents committing ordinance violations for dumpster diving would be issued a citation.
2. Mayor said we should issue citations to all residents that have been identified with ordinance violations – for demo material, tires, electronics, etc.
3. The recycling dumpster was emptied on September 4th.
4. There were shingles, AC unit and dehumidifiers in the dumpster weekend of September 12th. They were not caught on Camera, now review of activity is schedule for every Monday.
Tom G said the process to review cameras will be every week from now on, Joe will pull cards.

PERSONNEL & FINANCE COMMITTEE – Clifford Horner – (Chair)

1. The current non-uniformed employee contribution has been changed to quarterly, September will be the first time this change has become effective.
2. A cost study was requested for the pension plan to provide disability benefits. The plan is one of the few that does not provide benefits, request may take a couple months to complete.
3. Disconnection notices will be sent out on September 16th to 67 customers with past due balances for a total of \$5,978.24 which is \$1,600.00 dollars more than last month. No customers were more than 2 months past due. Any customer not paid by September 30, will be disconnected on October 1, 2020.
4. Terry Raupach – Started as a school crossing guard on September 15th.
5. Personnel, Procedures and Recommendation/Discussion – Executive Session Required.
Tom G – said Also Brady Landis was hired PT and is available.

ELECTRIC & EQUIPMENT COMMITTEE – Mike Lottig – (Chair)

1. Generator Update – The generators operated for 7 hours and 26 minutes under Load on 3 separate days, and August 10th was the only day that created the 4th of 5 CP's for the year. Test mode was 2 hours and 32 minutes. (exhibit 1)
2. Electric pole was installed on Shady Lane due to lightning strike on August 28th.
3. Protective sleeves are to be placed on lines on 700 Main St to accommodate tree trimming.
4. The Electric contract for Movilla was addressed in June as our solicitor sent Robert Croner a letter notifying him that the borough is only responsible for supplying electricity to the pole. The solicitor nor the Borough has received any communication from Mr. Croner.
5. The street saw was purchased 10 years ago for \$1200.00 and is currently in need of repair. New 20" Husqvarna saw costs \$1,899 Tom G will investigate other units.
6. T&R Electric removed the old transformers. The new transformers have not been received.
Movilla – will be given 30-days and then council will discuss options

HOUSE COMMITTEE – Stephen Custer – (Chair)

1. The laptop computer was restored on August 14, 2020 with the data that was retrieved. The PST files are to be restored next week.
2. George and Bob's computer has proposed an offsite backup service with redundancy for the desktop computers at an annual rate of \$60 each per year. The rate is also extended to the

water authority for the desktop computer. The backup for the laptop will be to an external 1-TB drive at an individual cost of \$75.

3. Storage location for the Street Sweeper to store over winter – Javan Scheller to provide a contract for review.
4. Coronavirus (COVID-19) on September 15th the number of cases in Somerset county were at 167 and 3 death. The state of Pennsylvania has 142,666 confirmed cases and 7,903 deaths.
5. Census 2020 has approximately 14 days remaining for self-response. Somerset county is at 65% compared to 2010 of 64.8% response. Berlin borough is at 71.8% vs 78.5% in 2010. Please encourage residents to respond for the next 14 days.
6. Donation of computer equipment from Thomas Jones in the amount of \$81.59. (exhibit 2)
Tom Jones – said Backup is great price, and we need to complete.
Steve and Tom discussed the distance for the arborvitaes and how many are needed.
Bruce’s Nursery was the best price and they should be installed by the 30th if the borough guys do the work.
Charles asked Tom G if it was agreed, and Yes it was, just needed the \$cost approved.

Tom Jones said there is a lot of data and backup for the Water authority is necessary also.

Motion by Mike Lottig and seconded by Cliff Horner to approve the setup and installation of the backup system for computers from George and Bob’s in the amount of \$180 annually and \$75 for the 1TB drive.

Ayes: 6

Nays: 0

Motion: Carried

FIRE & POLICE COMMITTEE – Tom Fisher – (Chair)

1. The committee meet on September 10th.
 - a. Patch redesign for review.
 - b. CNET - reporting and detailed documentation.
 - c. Schedule of hours report to council.
 - d. Budget and cost update for review.
2. The “NO TRUCKS sign was installed at 601 Shady Lane. Sign installation on 10th is not accessible on the right side going in on 10th from Main Street, it will not be visible.
3. Permit required for the STOP pavement markings on West Main at the intersection at Broadway.

Tom Fisher said the police was established in 1908 and he would find out who the first person was. Budget was again over as both officers were working 50 hours, and not hire PT.

Discuss wages at exec session.

Rodney – Start at 5am was? Had a pickup stopped on Diamond St.

Willie works every other Saturday – which is good. Tom Fisher said Rodney could work every other weekend opposite Willie weekend.

Tom Fisher - Schedule for police to be produced and presented to council.

Council agreed to not install STOP sign on 10th avenue from Main at this time.

And wait to install STOP emblem on upper diamond at flashing light

STREETS, STORM SEWERS & SIDEWALK – Thomas Jones – (Chair)

1. **Columbia Gas project – Phase II – East Main St. to 12th St.**
 - a. MandB to schedule reconstruction of ADA ramps in accordance with PennDOT request and AEG resubmission.
 - b. MandB will initiate construction in conjunction with the Diamond Street project.

2. **Columbia Gas project - Phase I - application 210197** 12th Street to Cassel
 - a. Permit was received by Berlin Borough on September 11, 2020.
 - b. Permit has not been received by Columbia Gas as of September 15, 2020.
 - c. Tom G has communicated with Crilon Corp regarding permit and status of project, based on Columbia Gas start date.
3. **Columbia Gas project Phase III – SR160 Seg0370 Offset 0700 to Seg0380 Offset 2700.**
 - a. Permit has not been received by Columbia Gas as of September 15, 2020.
 - b. Columbia Gas has communicated weekly with Tom to keep updated on permitting and progress.
4. **Diamond street project — Application 215945**
 - a. Conference call on September 16th. Pre-construction meeting.
 - b. Tom G re-submitted the application again on August 21st, PennDOT has 30 days to return application.
 - c. Rodney Hill PennDOT Permit manager is out of office week of September 14, 2020.
5. **Main Street Revitalization - MPMS-111482.**
 - a. PennDOT -90 days to award and notice to proceed November 11, 2020.
 - b. Construction Start date Scheduled for April 20, 2021.
 - c. Conference call September 16th agreed to complete section of 215945 with Main St.
6. **Street activity.**
 - a. Water line repair and replace lead line at 1002 Main Street.
 - b. Water line repair at 137 Gladeview drive. *Tom G – said it was not a water line repair.*
 - c. Access road surface on RT 31 completed for water authority.
 - d. Access road at water authority valves to be completed week of September 14.
 - e. Waterline replacement on East Main street from 12th to Cassel will be initiated the week of September 21st.

Tom G said 137Gladeview was not a waterline break, but drainage from the property that is now connected to the storm drain. Tom Croner will clean-out the drainage ditch.

Tom Jones the Diamond street project goes from North Street to the lower diamond and the builder intends to start that direction.

Tom Fisher – asked if water lines on Main would be addressed from Cassel to 12th St.

Tom G explained the borough would begin in the next few weeks.

Tom Jones brought up that the lines were torn down all through Diamond St. by a large farm machine – from PennWood Farms. Silage was all over the road through town.

Tom G – will contact PennWood farms.

Executive Session

There are contractual and personnel matters that Council needs to discuss privately.

Motion by Mike Lottig and seconded by Tom Fisher to recess to executive session.

Ayes: 6

Nays: 0

Motion: Carried

At 5:10 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 Mike Lottig and seconded by Stephen Custer to reconvene the regular meeting.

Ayes: 6

Nays: 0

Motion: Carried

At 5:20 P.M., the council reconvened the regular meeting.

Motion by Stephen Custer and seconded by Mike Lottig to adjourn this Meeting of the Berlin Borough Council at 6:03 P.M.

Ayes: 6

Nays: 0 Motion: Carried

Note: The next regular meeting of the Berlin Borough Council is scheduled for Thursday October 1, 2020. The next scheduled meeting of the Berlin Borough Council Committee of the Whole is scheduled for Thursday October 15, 2020 at 4:00 p.m., at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.