



## Approved and Official Minutes of THE BERLIN BOROUGH REGULAR COUNCIL MEETING September 03, 2020 - 7:00 p.m.

Coronavirus is present in Somerset county, as a precaution I ask that we follow the governor's request and wear face mask during the meeting.

1. The President calls the meeting to order.
2. 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>Present</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>Absent</i>

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

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

### **The following have asked to address the Council:**

Waneta Neil - Movilla missing garbage cans *Waneta was not present*

**Executive Session proposed time.** \_\_\_\_\_

### Approval of Minutes:

Minutes of the August 06, 2020 Regular Borough Council Meeting were forwarded for review with the Council meeting packets. (*Exhibit 1*)

*Motion by Mike Lottig and seconded by John Harding to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council held at 7:00 P.M. and dated August 06, 2020.*

*Ayes: 7*

*Nays: 0 Motion: Carried*

Minutes of the August 20, 2020 Borough Council Meeting of the Whole were forwarded for review with the Council meeting packets. (*Exhibit 2*)

*Motion by Stephen Custer and seconded by Cliff Horner to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council held at 4:00 P.M. and dated August 20, 2020.*

*Ayes: 7*

*Nays: 0 Motion: Carried*

## **President's Report**

CCIS – Report is provided for the month of August. (exhibit 3)

Roger Clarke – Chimney repair has been completed and the sidewalk has been opened.

Roger Clarke – requested placards using artwork from John Buxton, be placed in the right of way in front of his house. (exhibit 4)

Roy Ogburn – Garage at 111 Cumberland demolition is complete, some cleanup needed.

Weeds at 197 Broadway, have been addressed.

Auto parked at 309 Cumberland St. with a flat tire.

Content for the Fall Newsletter – please provide material to Tom Glessner.

Invitation from the Somerset County Parks and Recs to attend their Groundbreaking Ceremony on Friday, September 4<sup>th</sup> at 11:00 AM at the Great Allegheny Passage – Garrett Trail Head parking area in Somerset County.

*Tom G spoke to Mayor Joe Krause and he will address the car at 309 Cumberland St.*

*Tom Fisher explained to council who John Buxton was as a artist.*

*Tom Jones, Tom Fisher and Tom Glessner to attend 911 trail ceremony.*

***Are there any questions or comments?***

**Police Report: - Mayor Joseph G. Krause** *Stephen Custer read this section.*

August 1 through August 31, 2020:

Calls dispatched: 72

Investigations: 10 Open 0 Closed 10

Traffic Stops: 13 Warnings 7 Citations 6

Parking tickets: 0

Borough Ordinance Violations: 1

Non-Traffic Citations : 0

Criminal Arrests: 3

*Motion by Mike Lottig and seconded by Cliff Horner to approve and accept the Police Report as presented.*

*Ayes: 7*

*Nays: 0*

*Motion: Carried*

## **Committees:**

### **GARBAGE COMMITTEE – John Harding – (Chair)**

1. Committee meeting on August 25<sup>th</sup> suggested Dumpster divers receive a letter of notice, and future action will result in citations issued.
2. Demo material, tires, TV, contractors, offenders on the cameras start with the new date and issue citations accordingly.
3. Mayor agreed - said to issue citations to all residents that have been identified with ordinance violations – for demo material, tires, electronics, etc.
4. Ordinance 156 – to be rewritten to include sections regarding demo material, tires, TV's, and the contractor's materials.
5. Past due garbage accounts – 3 accounts for August are past due this month.
6. The second camera was installed on 8/21 adjusted on 8/31 to capture more area.

7. Recycling dumpster was emptied on August 3, 17, 28, as well as picked up 9 TV's, the county commissioners have commended the borough for continued recycling program and is scheduled for September 2<sup>nd</sup>.

*Tom G. will rewrite the ordinance 156*

*Recycling program council agreed to continue the program.*

### **PERSONNEL & FINANCE COMMITTEE – Clifford Horner – (Chair)**

1. Treasurer's Report and Bills: - The reports for August 2020 have been included in the Council Meeting packets (exhibit 5&6)
2. Property Maintenance Complaints & Right to Know Law Requests Cost Summary:
  - a. There was 1-RTK request received in August \$116.00
  - b. The YTD total for RTK and complaints is \$891.00
3. General Liability audit resulted in additional premium of \$279.00
4. The grant request presented to DCED for Hazard pay in life-sustaining occupations was denied for the borough employees on August 21, 2020.
5. We initiated a phone and txt call-out procedure on August 31<sup>st</sup> to 13 residents that were past due for August. It proved positive as all residents paid within the final day.
6. AMP hosted a roundtable discussion regarding other utility companies, Chambersburg borough is one of the largest boroughs to supply Electric, Gas, and Water to its residents. Press release attached for your information. Some of the utility companies have struggled with resuming disconnection policy. (exhibit 7)
7. There were zero disconnection of electric service this month.
8. The Financial Requirement and Minimum Municipal Obligation (MMO) for the year 2021 Berlin Borough (CB Plan) Pension Plan (56-015-3 N2) has an administrative cost of \$80.00. The plan relates to 4 prior employees.
9. The Financial Requirement and Minimum Municipal Obligation (MMO) for the year 2021 Berlin Borough (CB Plan) Pension Plan (56-015-3 N1) has an obligation of \$40,056.00. This plan is for the current employees.
10. Notice of Estimated Municipal Liquid Fuels (Act 655) has been received and the allocation for 2021 is \$72,021.22. Certification must be completed by February 13, 2021.

*Motion by Mike Lottig and seconded by John Harding to approve the Bills and Treasure's Report as specified for August 2020 on Exhibit 5 & 6.*

*Ayes: 7*

*Nays: 0*

*Motion: Carried*

*Motion by Tom Fisher and seconded by John Harding to accept and approve the 2021 Minimum Municipal Obligation (MMO) for the Berlin Borough (CB Plan) Pension plan (56-015-3 N2) with a financial obligation of \$80.00, as presented.*

*Ayes: 7*

*Nays: 0*

*Motion: Carried*

*Motion by Mike Lottig and seconded by Stephen Custer to accept and approve the 2021 Minimum Municipal Obligation (MMO) for the Berlin Borough (CB Plan) Pension plan (56-015-3 N2) with a financial obligation of \$40,056.00, as presented.*

*Ayes: 7*

*Nays: 0*

*Motion: Carried*

### **FIRE & POLICE COMMITTEE – Tom Fisher – (Chair)**

1. The SRO - Brian is attending training for Act 2 certification. It deals with civil law but also security and safety. The training can be applied to some of the safety and security ideas at the school. The training is conducted by Pennsylvania Commission on Crime and Delinquency.

2. There are a few crosswalks that need to be installed.
3. Speed Measurement equipment for lease or rental was received for review.
4. School opened on September 1<sup>st</sup>, opening service activity and dismissal was covered.
5. Roads Scholar Police certification for municipal police provided by LTAP (exhibit 8).
6. Police Patch redesign request – current patch example.
7. Rick Showers has offered to perform afternoon crossing guard service until someone is hired.

*Tom G. will review crosswalks to be installed at the Committee meeting.*

*Tom Fisher will discuss plan and design of police patch at the*

### **ELECTRIC & EQUIPMENT COMMITTEE – Mike Lottig – (Chair)**

1. Generator Update – The generator report was not available for the month of August.
2. The Electric contract for Movilla originally was addressed in June as our solicitor sent Robert Croner a letter, a second letter was sent on August 29<sup>th</sup>.
3. The 2020 peak shaving has not changed since our August 20<sup>th</sup> meeting.
4. The school speed signs were repaired by Darr on August 31<sup>st</sup> and September 1. They requested authorization for disconnection of service to complete the work.
5. AMP has provided additional information and possible financing for meters. We need to complete a comparison and cost analysis regarding the proposed metering system for both Electric and Water meters.
6. Electric has been supplied to 172 Grandview drive.
7. Lightning struck a pole on Friday August 28<sup>th</sup>, the last pole on shady lane, there was no loss of service.
8. We have closed 4 permits associated with pole replacement on Main and Diamond street.
9. John Deere 2012 Backhoe repaired Exhaust Throttle Valve at a cost of \$3,303. The repair costs from 2016–2020 \$27,000 each year are approximately \$4-5,000. The backhoe has 5,200 hours in 8 years the prior backhoe had 7,500 hours in 17 years.
10. Reliable Meter Service, LLC is scheduled to inspect meters over the Labor Day weekend.

*Tom G. to review with AMP and other providers for meter service and direction*

*Tom G to review backhoe costs and plan*

*Tom G will inspect meters on Labor Day.*

### **HOUSE COMMITTEE – Stephen Custer – (Chair)**

1. The color printer for the police was installed the week of August 24, 2020.
2. Gary Will was contacted to repair the siding on the maintenance buildings where possible.
3. Storage location needed for the Street sweeper to store over winter – various locations have been contacted.
4. Census 2020 as of August 27, 2020 Somerset county is at 64.8% equal to the 2010 response rate of 64.8%. Berlin Borough is at 71.7% response rate compared to 2010 of 78.5%
5. Somerset and Cambria Counties continue to add COVID-19 cases Wednesday. The Department of Health reported Somerset added five more cases, with a total of 172 cases and three COVID-19 deaths. Cambria County added six more cases, with a total of 473 cases and five deaths.
6. Jr. Council member – Brian Thompson was contacted a couple months ago.

*Tom G to continue to look into storage location for the sweeper.*

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

1. **Columbia Gas project – Phase II** – East Main St. to 12<sup>th</sup> St.

- a. MandB was contacted and scheduled the remainder of the work to be completed in conjunction with the Diamond Street project, which we anticipated Diamond street permit would be received this week.
  - b. Rodney Hill has already approved the supplement.
- 2. Columbia Gas project - Phase I – application 210197** 12<sup>th</sup> Street to Cassel
- a. The original application was submitted on
  - b. Changes to the application were uploaded to PennDOT on August 16<sup>th</sup> and it is under review.
  - c. Permit has not been received by the borough as of August 28, 2020.
- 3. Columbia Gas project Phase III – SR160** Cumberland St. to 10th.
- a. Columbia Gas – has not received permit as of August 31<sup>st</sup>, which includes phase I in front of the school.
  - b. If Columbia Gas gets delayed after this submission, they may postpone project until next year.
- 4. Diamond street project — Application 215945**
- a. PennDOT returned the application on August 20<sup>th</sup> for the following corrections.
    - i. Photos on the CS forms do not match project locations identified in the plans.
    - ii. State routes are not properly identified in labelling of the CS forms.
  - b. AEG made changes to the files/plans and sent a response letter.
  - c. Tom G re-submitted the application the same day August 21<sup>st</sup>.
- 5. Main Street Revitalization. – MPMS-111482**
- a. Chris Hull sent a bid justification regarding the decorative poles on August 24th.
  - b. Kevin spoke to Tom regarding the justification and AEG responded on August 26<sup>th</sup>.
  - c. The borough has not received any additional inquiries or comments.
  - d. MandB construction was the low bidder on the project.
- 6. Street activity.**
- a. The borough employees have completed paving numerous location and road work in relation to multiple water line repairs and replacements, allowing 8 permits to be closed effective August 25.
  - b. The 2 water line breaks on Whitehorse road were corrected on August 22<sup>nd</sup> and 23<sup>rd</sup>.
  - c. There was an additional water line break at the intersection of Shady lane and 219, which was undetected for months. It was corrected on August 24<sup>th</sup> and 25<sup>th</sup>.
  - d. Access road on Rt. 31 is being leveled and added stone to improve accessibility.
  - e. Dave Engelka – submitted a Land use request and asked if council would consider closing that section of 10<sup>th</sup> avenue that extends past his house. There is a sewer line that runs down

*There is no plan to close the alley at Engelka house at this time.*

## **Executive Session**

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

*Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to recess to executive session.*

*Ayes: \_\_\_\_\_*

*Nays: \_\_\_\_\_ Motion: \_\_\_\_\_*

At \_\_\_\_\_ 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 \_\_\_\_\_ and seconded by \_\_\_\_\_ to reconvene the regular meeting.*

Ayes:     

Nays:     

Motion:           

At      P.M., the council reconvened the regular meeting.

***Motion by Mike Lottig and seconded by Stephen Custer to adjourn this Meeting of the Berlin Borough Council at 7:55 P.M.***

Ayes:   7  

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 September 17, 2020 at 4:00 p.m., at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.