



**APPROVED AND ACCEPTED MINUTES OF THE  
BERLIN BOROUGH COUNCIL MEETING OF THE WHOLE  
November 18, 2021 - 4:00 p.m.**

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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>Absent</i>
Michael A. Lottig	<i>Present</i>
Stephen E. Custer	<i>Present</i>
Thomas L. Fisher	<i>Absent</i>
Marshal J. Engleka	<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:**

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

**President's Report**

Light Up Night Friday November 19, 2021. 7:00pm

Budget 2022 for Review.

AMP Certificate required. *Charles signature required.*

PSAB – Boot Camp is scheduled for January 21-22 Westmoreland County open to new and existing Council members, let Tom know if you wish to attend. *Marshal and Stephen*

Lower Diamond Area Plan/Update:

Electric has been completed and prepared for clock and Christmas lights. *Exec Mtg*

Clock delivery has been delayed and is expected week of 11/29/2021.

*Tom presented the Budget summary - Highlighted Accounts with changes and explanations. Tom also presented Budget figures for revenues, and explanations for future planning. The cost of Garbage is \$65.81 ton and revenues do not cover the expense. Requested approval to advertise budget.*

*Charles commented that on 12/05 he was going to an infiltration seminar for the water authority in Bedford.*

*Borough news – changes for Council members. Anyone not to receive the magazine.*

**Are there any questions or comments?**

## **Committees:**

### **GARBAGE COMMITTEE – John Harding – (Chair) Charles Rhodes Read**

1. Camera photos were not available for the two weeks ending November 12, 2021.
2. Recycling dumpster was exchanged on November 11, 2021.
3. Schedule for review collection and dumpsters.

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

1. PT officers provided 37.5hrs week ending November 6<sup>th</sup> and 29hrs week ending 13, 2021.
2. PT officer to be entered into system to gain MOPEC # to schedule and begin work 22<sup>nd</sup>.
3. SRO replacement inquiry from the school.
4. FT Officer qualifications to be entered into TACS system.
5. Police car battery and internet access intermittent problems. **Tom Glessner fixed the computer in the car. It was not internet problem. Computer locked on You-tube.**
6. November schedule is posted on the board at the police station.

*School would like to have input to SRO and there are 2 new board members.*

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

1. Treasurer's Report and Bills: - The reports for October 2021 have been included in the Council meeting packets. (Exhibit 2 & 3)
2. AMP Fremont Energy Project – debt restructure meeting held November 3, 2021. The result was on November 9, 2021, AMP and Citigroup successfully sold \$269.5 million Fremont Energy Center Project Revenue Refunding Series 2021A Fixed Rate bonds, which refunded \$332.4 million of the \$468 million (about 71%) of the bonds outstanding on the Project. The issue was oversubscribed 11.86 times, provided net present value savings of \$125.6 million (37.8%) to the project participants and lowered the yield to 2.18% fixed through the final maturity date of 2038. The transaction will close on November 18, 2021.
3. Refuse collection discussion. **Hold for next meeting.**
4. Budget requires an advertising notice to the public with 10 days to review.
5. Holiday season schedule - Thanksgiving, Christmas, and New Year's.
6. Personnel committee met on November 15<sup>th</sup> and November 17<sup>th</sup> to discuss personnel issues.
7. Executive Session - Required Personnel, Contract, and Recommendation/Discussion.

*Motion by Michael A. Lottig and seconded by Marshal J. Engleka to approve the Bills and Treasure's Report as presented for the month of October 2021 as presented at the meeting.*

*Ayes: 5 Nays: 0 Motion: Carried*

*Motion by Stephen E. Custer and seconded by Clifford E. Horner to approve the notice to advertise the 2022 budget as presented. In the Somerset daily American, effective 11/19/2021.*

*Ayes: 5 Nays: 0 Motion: Carried*

*Motion by Stephen E. Custer and seconded by Marshal J. Engleka to approve the holiday schedule for the following dates Thanksgiving 25th, Christmas 1/2 -23 24th, and New Year's 12/31.*

*Ayes: 5 Nays: 0 Motion: Carried*

*Motion by Michael A. Lottig and seconded by Clifford E. Horner to approve the refuse collection as discussed.*

*Ayes: 5 Nays: 0 Motion: Carried*

*Amp – October energy costs vs notice received. Cliff and Tom compared rates and invoices. Discussion over Christmas time off and 1/2 day on 23<sup>rd</sup>.*

## HOUSE COMMITTEE – Stephen Custer – (Chair)

1. The American Rescue Plan – disbursements plan.
2. There are two new school board members.
3. Signage on Main Street and on various other street are under review to install and or replace.
4. MEI systems reviewed the facility and property to provide a quote for camera system.
5. The Somerset County Chamber requested the use of the borough building on December 8<sup>th</sup>, to allow the Keystone Collection Group to host an information seminar and introduce their process, setup accounts, and answer questions.
6. Project Development agreement regarding the tower sent to AMP for review.
7. Water Meter purchases are backlogged.
8. LTAP training November 30, 2021. DRAINAGE: THE KEY TO ROADS THAT LAST. Participation requested.
9. Signs have been ordered for the Lower Diamond, and No Parking this side signs to be placed on the Bike Lane. Additional signs required.

*Motion by Michael A. Lottig and seconded by Marshal J. Engleka to approve the use of the Borough building to host a tax collection seminar on December 8, 2021.*

*Ayes: 5 Nays: 0 Motion: Carried*

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

1. Generator Update – Generators operated for 1 hour/15 minutes in TEST MODE. (Exhibit 4)
2. On November 9<sup>th</sup>, PowerSecure completed scheduled PMs and they also completed repairs to doors and seals as needed.
3. Wiedenhoft adjusted the Street lights from Vine St. to Diamond St. to permit Comcast and Verizon to move their lines up on Main Street for clearance for the decorative lights.
4. Comcast has completed moving their lines up.
5. Customer responsibility for underground electric code. *710 & 712 Shady Lane Brett Custer.*
6. According to Amp some members' rates in October were negatively impacted due to high energy/gas prices and high congestion across PJM and MISO. High natural gas prices caused Fremont's energy rate to be \$12/MWh above forecast. On-Peak Market Prices were \$40/MWh above budget. Conditions that led to the higher October rates have persisted into the first half of November as well. The borough has not been affected.
7. Decorative Lamp to be installed after final lines are raised.

## STREETS, STORM SEWERS & SIDEWALK – Marshal Engleka – (Chair)

1. **Grant requests completed for projects in the Berlin Borough.**
  - a. Four Grant requests have been submitted to date.
2. **Columbia Gas project - Phase I - *application 210197*** 12<sup>th</sup> Street to Cassel
  - a. Crilon – 12<sup>th</sup> to Cassel started September 20, 2021.
  - b. Curb is complete and paving is scheduled to be completed November 18, 2021.
  - c. Sidewalk installation will continue next week.
3. **Main Street Revitalization - *MPMS-111482*.**
  - a. Construction finalized week ending November 12, 2021.
  - b. PennDOT and ECMS contract closure meeting required. *Spochart*
4. **Cumberland street and Main to Ash. *application 252790***
  - a. Tom G. resubmitted application to PennDOT 11/8 and is under review.
  - b. Columbia Gas to install sidewalk closed signs.
5. **Columbia Gas project Phase III – SR160 Cumberland St. to 10th.**
  - a. Columbia Gas scheduled to complete sidewalk and paving in the spring. *North to 12<sup>th</sup>*
  - b. Request sent to Verizon to transfer lines and remove poles.
6. **Diamond street project — *Application 215945***
  - a. Tom requested permit closure in conjunction with the Main St. project.

**7. Street activity.**

- a. Waterline break on White horse road November 7, 2021.
- b. Street sweeper put in storage.

*Southern Alleghenies Grant program presentation is on 12/16 – Tom Glessner is scheduled to present.*

*Motion by Stephen E. Custer and seconded by Michael A. Lottig to approve \$25.00 gift certificates from Riverside to all employees for Thanksgiving.*

*Ayes: 5 Nays: 0 Motion: Carried*

*Motion by Michael A. Lottig and seconded by Clifford E. Horner to approve to hire Karl Kinkopf as a Part-time police officer.*

*Ayes: 5 Nays: 0 Motion: Carried*

*Motion by Michael A. Lottig and seconded by Clifford E. Horner to approve to send Karl Kinkopf to SRO training.*

*Ayes: 5 Nays: 0 Motion: Carried*

*Council agreed to create on letter for Garbage and one letter for Electric for rate change.*

**Executive Session**

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

*Motion by Michael A. Lottig and seconded by Clifford E. Horner to recess to executive session.*

*Ayes: 5 Nays: 0 Motion: Carried*

At **4:53** 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 Michael A. Lottig and seconded by Stephen E. Custer to reconvene the regular meeting.*

*Ayes: 5 Nays: 0 Motion: Carried*

At **6:23** P.M., the council reconvened the regular meeting.

*Motion by Stephen E. Custer and seconded by Michael A. Lottig to adjourn this Meeting of the Berlin Borough Council at **6:31** P.M.*

*Ayes: 5 Nays: 0 Motion: Carried*

**Note:**

The next regular meeting of the Berlin Borough Council is scheduled for Thursday **December 2**, 2021. The next scheduled meeting of the Berlin Borough Council Committee of the Whole is scheduled for Thursday **December 16**, 2021, at 4:00 p.m., at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.