



APPROVED AND ACCEPTED MINUTES OF THE BERLIN BOROUGH REGULAR COUNCIL MEETING

November 04, 2021 - 7:00 p.m.

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>
Marshal J. Engleka	<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:

The following have asked to address the Council:

John Kline – Veteran area *Did not attend*

Shirley Riley *Did not attend*

Property Easement for a Water Tap *Goode's wanted to go down the alley between property.*

Executive Session proposed time. _____

President's Report

CCIS report for October (exhibit 3)

Budget for 2021 review topics. *Executive session to review*

Lower Diamond Area Plan –

Construction Base completed for clock. Delivery is expected week of 11/08/2021.

Dedication plaques – Clock Makers and Park Name - Historical Society/UPMC.

Maintenance – Brad Flick suggested cut stumps as low as possible before winter.

Electric lines still need to be moved

UPMC - Should also be considered as a dedication

Are there any questions or comments?

Approval of Minutes:

Minutes of the October 7, 2021, Regular Borough Council Meeting were forwarded for review with the Council meeting packets. (*Exhibit 1*)

Motion by Michael A. Lottig and seconded by Clifford E. Horner to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council held at 7:00 P.M. and dated October 7, 2021.

Ayes: 7 Nays: 0 Motion: Carried

Minutes of the October 21, 2021, Borough Council Meeting of the Whole were forwarded for review with the Council meeting packets. (*Exhibit 2*)

Motion by Michael A. Lottig and seconded by Stephen E. Custer to approve and accept the minutes of the Borough of Berlin Council meeting of the whole held at 4:00 P.M. and dated October 21, 2021.

Ayes: 7 Nays: 0 Motion: Carried

Stephen Custer made a comment about 2hr exec session at the last meeting.

Police Report: - Mayor Joseph G. Krause

October 1 through October 31, 2021:

Calls dispatched: 69

Investigations: 6 Open 2 Closed 4

Traffic Stops: 5

 Warnings 4

 Citations 1

Parking tickets: 0

Borough Ordinance Violations: 0

Non-Traffic Citations : 2

Criminal Arrests: 0

Motion by Stephen E. Custer and seconded by Thomas L. Fisher to approve and accept the Police Report as presented.

Ayes: 7 Nays: 0 Motion: Carried

Are there any questions or comments?

Committees:

GARBAGE COMMITTEE – John Harding – (Chair)

1. Camera photos were printed for the weeks ending October 22 and October 30, 2021.
2. Recycling dumpster was picked up on October 18, dog feces was in the dumpster.
3. Camera photos unavailable for the recycle dumpster. Pictures were provided by JVS.
4. There were six tires in the dumpster on October 30th, Chad and Tom pulled the disk and photos were printed of trailer load of material at night.

Pictures from JVS showed Dog feces in the recycle dumpster.

Mike Lottig said its time we get a camera system at the shop for security reasons as well as garbage issues. Stephen looked at BestBuy system previously. Charles said Tom will look into a system and get a quote. Look at company like MEI.

FIRE & POLICE COMMITTEE – Tom Fisher – (Chair)

1. PT officers provided 16hrs weeks ending October 23rd and 19 week ending October 30, 2021.
2. Painted marking of crosswalks schedule.
3. Qualification sheet from 10/12 received 10/29 to be uploaded to police MPOEC system.
4. November proposed schedule is posted on the board at the police station.

ELECTRIC & EQUIPMENT COMMITTEE – Mike Lottig – (Chair)

1. Generator Update – The generator report was unavailable.
2. PowerSecure has confirmed PM's scheduled for November 9th in conjunction with repairs.
3. The Generator facility doors, seals, and hinge repairs are scheduled for November 9, 2021.
4. Three electric demand meters are to be programmed and installed end of November 2021.

5. Verizon moved two lines on Main Street for clearance for the decorative lights. Comcast was unable to move their line up for additional clearance, Wiedenhoft notified of correction.
6. Customer responsibility for underground electric code. **710 and 712 Shady Lane**
7. Training on meter reading system and PA one calls continues?
8. Notification sent to Wiedenhoft for the electric lighting and connection in front of school.
Mike said look at the trees on Main St. that interfere with the electric lines.
Tom Glessner is already looking at the number of trees that interfere with the Garbage truck on borough streets and will look at the same for Main Street.
Look at Harvey Wagner's – cliff's old house.

Customer responsibility for electric would be 500MCM for 400amp services.

HOUSE COMMITTEE – Stephen Custer – (Chair)

1. The American Rescue Plan – disbursements plan.
2. ERT's were ordered based on the quote #92821 received from Itron to connect meters.
3. Bureau of Procurement's confirmed contract amount for the 2021-2022 Road Salt contract.
4. Project Development agreement with AMP, Citizen Power, and Berlin Borough regarding the tower installation. **John Harding brought it to the attention of Tom Glessner that the tower was down. Tom will address it with AMP**
5. Website re-development need to address prior to 11/15.
6. LTAP training November 30, 2021. DRAINAGE: THE KEY TO ROADS THAT LAST.

The tower liability – Tom Glessner is to address with AMP legal department to review prior to contacting solicitor.

PERSONNEL & FINANCE COMMITTEE – Clifford Horner – (Chair)

1. Treasurer's Report and Bills: - Unavailable.
2. Committee meet on November 1st to discuss interviews, personnel issues, and ARPA.
3. Property Maintenance Complaints & Right to Know Law Requests Cost Summary:
 - a. There were zero property maintenance complaints and zero Right-to-know request received in October 2021.
 - b. The YTD total cost for RTK and property complaints is \$581.00.
4. There were 60 residents that received a disconnection notice on October 20, 2021. The Muni-link automated notification system issued notices on October 29th by phone call or txt to the 30 customers who still show unpaid at that time. There is one customer unpaid as of 11/1 and received disconnection November 2, 2021.
5. 2022 Employer Enrollment Summary and schedule of amounts. (Exhibit 3)
6. Holiday season schedule and notification system.
7. AMP Fremont Energy Project – debt restructure meeting held October 18, 2021.
8. Quarterly filing of Pension fund completed October 25, 2021.
9. Executive Session - Required Personnel, Procedures and Recommendation/Discussion.

Motion by Michael A. Lottig and seconded by Marshal J. Engleka to approve the 2022 Medical coverage as presented.

Ayes: 7 Nays: 0

Motion: Carried

***Amp restructured 92million of debt for the Fremont facility. – Tom Glessner
Street Baskets hold until Spring to review.
Stephen Custer said to ask PennDOT about the parking signs.***

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

- 1. Grant request completed for projects in the Berlin Borough.**
 - a. The grant request for PennDOT Multimodal Transportation Fund (MTF) is due November 5, 2021. Letter and resolution completed to submit the grant request and application. Council approved this project on Main Street for the area of sidewalk and curb from 749-813 Main and Cumberland St. up to South St.
 - b. PennDOT is accepting applications for existing traffic signal improvements.
- 2. Columbia Gas project - Phase I - application 210197**
 - a. Crilon – 12th to Cassel started September 20, 2021.
 - b. Columbia Gas was on site 10/25 to aid removal of abandoned gas line project.
 - c. AEG preparing a change order for the sidewalk.
 - d. Work order to be prepared for Wiedenhoft for underground and decorative lights.
- 3. Main Street Revitalization - MPMS-111482.**
 - a. Line painting completed week of November 1, 2021, issue with street parking.
 - b. There is a single Decorative Lantern to be installed on Main St. when lines are raised.
 - c. Wiedenhoft to raise streetlight one foot to add clearance for comcast and Verizon.
 - d. Construction is scheduled to be completed the week of November 1, 2021.
 - e. Trucks exiting Valero are damaging the curb (see photos) stop sign to be installed.
- 4. Cumberland street and Main to Ash. application 252790**
 - a. Response from PennDOT received October 28,2021 and must be resubmitted to PennDOT.
 - b. Kevin completed response letter and prepared file documents per PennDOT request.
 - c. Contract 2021-G-01 Awarded Letter of notification sent October 26, 2021.
 - d. Kevin prepared allocation cost sheet for project based on bid amount.
 - e. Tom contacted Columbia Gas for agreement on the shared amounts.
 - f. North St section was bid as an addition and separate cost agreement to be written.
- 5. Columbia Gas project Phase III – SR160 Cumberland St. to 10th.**
 - a. Columbia Gas reconstruction plan and walk through and discussion to re-evaluate the section of reconstruct for Ash to 10th and the effects on residential walkways.
 - b. Street paving completed for 10th Avenue, and Stewart Street. Main Street paving was scheduled for October 27 and has been rescheduled for Spring 2022.
- 6. Diamond street project — Application 215945**
 - a. Permit closure request will be submitted to PennDOT on this project.
- 7. Street activity.**
 - a. Catch basin cleaning completed this week.
 - b. Sweeper to be placed in storage.
 - c. Tires installed and plows prepared for winter.

Motion by John F. Harding, Jr. and seconded by Marshal J. Engleka to hire Uriah Sehn as Part time Police officer.

Ayes: 7 Nays: 0 Motion: Carried

Motion by John F. Harding, Jr. and seconded by Thomas L. Fisher to offer employment at the rate of \$22.00 per hour to fill the supervisor position.

Ayes: 7 Nays: 0 Motion: Carried

Executive Session

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

Motion by John F. Harding, Jr. and seconded by Michael A. Lottig to recess to executive session.

Ayes: 7 Nays: 0 Motion: Carried

At **7:49** 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: 7 Nays: 0 Motion: Carried*

At **8:31** P.M., the council reconvened the regular meeting.

*Motion by Michael A. Lottig and seconded by Stephen E. Custer to adjourn this Meeting of the Berlin Borough Council at **8:34** P.M.
Ayes: 7 Nays: 0 Motion: Carried*

Note:

The next 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 November 18, 2021, at 4:00 p.m., at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.