



APPROVED AND ACCEPTED MINUTES OF THE BERLIN BOROUGH REGULAR COUNCIL MEETING

January 3, 2022 - 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 *Present*
Clifford E. Horner *Present*
John F. Harding, Jr. *Absent*
Michael A. Lottig *Present*
Stephen E. Custer *Present*
Thomas L. Fisher *Present*
Marshal J. Engleka *Present*
Mayor Joseph Krause *Absent*

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

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

Executive Session proposed time. _____

The following have asked to address the Council:

Michael Wolfe – Parking signs

Charles said this topic should be addressed by the streets committee.

Approval of Minutes:

Minutes of the December 2, 2021, Regular Borough Council Meeting were forwarded for review with the Council meeting packets. (*Exhibit 1*)

Motion by Michael A. Lottig and seconded by Marshal J. Engleka to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council held at 7:00 P.M. and dated December 2, 2021.

Ayes: 6 Nays: 0 Motion: Carried

Minutes of the December 16, 2021, Committee of the Whole meeting of the Berlin Borough Council were forwarded for review with the Council meeting packets. (*Exhibit 2*)

Motion by Marshal J. Engleka and seconded by Clifford E. Horner to approve and accept the minutes of Berlin Borough Council Committee of the Whole Meeting held at 4:00 P.M. dated December 16, 2021.

Ayes: 6 Nays: 0 Motion: Carried

President's Report

Letter of Thanks from the Somerset County Humane Society.

Letter of Thanks from JB Schrock Community Playground.

Lower Diamond Area Plan/Update:

Clock delivered and set on December 29, 2021.

Meeting to discuss layout message/map board, benches, and bike rack.

UPMC – request approval for New Signage. (Exhibit 3)

Senator Stefano requested a list of all council members and emails.

Certificate of Election forms received for newly elected officials.

Statement of Financial Interests forms please complete and return to Tom Glessner.

Nomination of Water Authority member.

Review and discussion of notification and timing of rate adjustments for 2022.

Park committee meeting set for January 17, Charles, Cliff, Tom Fisher.

Question was asked regarding the plaques associated with the Clock and who was working on it. Tom Fisher said the verbiage had yet to be completed.

Copy of the UPMC signage was reviewed by council members and approved. Tom G. said he made them aware of PennDOT and sight distance and will notify UPMC to continue.

No certificate of election was received for Auditor, Tom G. to contact Tina at the county office to confirm. If auditor has not been elected council must appoint Auditors.

Next meeting – Tom G to copy the Statement of Financial Interest forms from last year.

Discussion of the Water Authority rates and coincide with the borough proposed rates.

Charles opened the discussion and asked for nomination to the Water Authority, position currently held by John Harding.

Motion by Stephen E. Custer and seconded by Michael A. Lottig to appoint Marshal J. Engleka to the Water Authority for a Five Year Term.

Ayes: 6 Nays: 0 Motion: Carried

Council asked who is next off the Water Authority Charles Rhodes noted Scott Miller. Stephen Custer asked who else was on the Authority is Wes Lewis?

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

December 1 through December 27, 2021:

Calls dispatched: 50

Investigations: 7 Open 0 Closed 7

Traffic Stops: 11 Warnings 10 Citations 1

Parking tickets: **0**

Borough Ordinance Violations: **0**

Non-Traffic citations: **0**

Criminal arrests: **0**

January 1 through December 27, 2021:

Calls dispatched: 897

Investigations: 75 Open 7 Closed 68

Traffic Stops: 152 Warnings 131 Citations 31

Parking tickets: **0**

Borough Ordinance Violations: **5**

Non-Traffic citations: **6**

Criminal arrests: **8**

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

Ayes: 6 Nays: 0 Motion: Carried

Are there any questions or comments?

Committees:

GARBAGE COMMITTEE – – (Chair) Mike Lottig read

1. TV's and computer monitors were placed at dumpsters.
2. Recycling dumpster is scheduled for exchange week of January 10, 2022.
3. Weekend schedule for Dumpsters.
4. Review and discussion of the Garbage Resolution 01032022-02.
Tom Glessner suggested notifying residents to contact the borough regarding TV's and electronics. It is time consuming if nothing is going to be done with Ordinances and citations are not being written. Tom said we could notify all residents with the mailer. Charles suggested using the building to store the items and try it for 6 months. Council agreed to store TV's and Electronics in the building.

Tom read the resolution to the council members.

Motion by Michael A. Lottig and seconded by Thomas L. Fisher to approve and accept resolution #01032022-02 for the specific Garbage rates as presented.

Ayes: 6 Nays: 0 Motion: Carried

PERSONNEL & FINANCE COMMITTEE – – (Chair) Cliff Horner read

1. Treasurer's Report and Bills: - Unavailable at this time.
2. Property Maintenance Complaints & Right to Know Law Requests Cost Summary:
 - a. There were zero RTK requests received in December. The YTD total \$2,922.50.
3. Luncheon provided on December 23rd at the shop.
4. Review rates and financial projection for the Borough.
5. Executive Session - Required Personnel, Contract, and Recommendation/Discussion.

Cliff and Tom to set meeting to work on financial projections.

FIRE & POLICE COMMITTEE – – (Chair) Thomas Fisher read

1. PT officers provided 20 hrs. week ending Dec. 18 and 15 hrs. week ending Dec. 25, 2021.
2. Tim Sprowls SPO to begin service at the school on January 3, 2022.
3. NASRO Online training scheduled for February 2022, first available.
4. Tim will assist the School and Gittings Protective Security in completing the EOP.
5. PT officer to be entered into MOPEC system.
6. Amendment to the SRO agreement to be finalized with Brad Allison and the school.
7. Review with the COP all activity and open items.
8. January schedule and update to be completed.

Tom G. spoke with Tim Sprowls, and he is very pleased with the position.

Tom to contact Tim or Vince regarding the car parked at the school and lettering. There have been many changes in the procedures for MOPEC and its computer issues. Tom G. suggested OIC to do MOPEC input and upgrades and Council said Tom is to continue not OIC.

Charles received a letter of resignation from the Chief of Police Brian Fochtman and read the letter to the Council members.

Motion by Michael A. Lottig and seconded by Clifford E. Horner to accept the resignation of the Chief of Police.

Ayes: 6 Nays: 0 Motion: Carried

The COP requested he retain his vest, as it will be his last law enforcement. The council asked when and what it cost. It was purchased specifically for him from the sheriff's office. The vests have a life span of 5years.

Motion by Marshal J. Engleka and seconded by Stephen E. Custer to allow Brian Fochtman to retain his law enforcement vest.

Ayes: 6 Nays: 0 Motion: Carried

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

1. Generator Update – Generator report unavailable.
2. Verizon has been notified regarding the number of poles that require lines moved and removal of poles.
 1. Pole order expected January 18, 2022.
 3. Wiedenhoft to schedule decorative lamp on main Street.
 4. Discussion, Plan and timing to eliminate A-Base meters.

Wiedenhoft said he is 2 weeks out to schedule the decorative lamp on Main Street.

Motion by _____ and seconded by _____ to proceed with notifying customers with A-base meters to perform upgrade of service to be compliant with NEC, by _____, 2022.

Ayes: Nays: Motion:

There are a lot of changes taking place – Hold for Spring regarding A-Base meters.

The electric rate increase was discussed and the continuance of the PPA at this time. Motion by Michael A. Lottig and seconded by Clifford E. Horner to increase the electric rates according to the schedule without eliminating the PPA at this time.

Ayes: 6 Nays: 0 Motion: Carried

HOUSE COMMITTEE – – (Chair) Stephen Custer read

1. Covid-19 vaccinations are available at multiple locations. Call 814-961-3500 to schedule.
2. MEI systems mobile camera quoted, working out the details and process.
3. 2020 CENSUS count question resolution CQR is in effect January 3-June 30, 2023.
4. A list of the borough Signage is completed and available for discussion and review.

MEI system requires direct communication with their office to identify items and it's difficult to pinpoint. The system is monitored from their offices.

Tom has asked for assistance or a different type of system.

The borough signage is copied if you would like to handout. Charles said it is a topic for the streets committee to review.

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

1. **Columbia Gas project - Phase I - application 210197** 12th Street to Cassel
 - a. Sections of sidewalk removed and replaced, ADA ramps removed and replaced.
 - b. Kevin Yoder will prepare submission forms week of January 3, 2022, for PennDOT.
 - c. Wiedenhoft notified for underground and decorative lights.
2. **Main Street Revitalization - MPMS-111482.**
 - a. There is a single Decorative Lantern to be installed on Main St.
 - b. Street signage to be completed in accordance with the project.
3. **Cumberland street and Main to Ash. application 252790**
 - a. Agreement for sidewalk replacement completed.
 - b. MandB plans to initiate construction in the spring.
 - c. Cemetery association reviewed bid amount and documents with Gary.

- d. Borough installed sidewalk closed signs.
- e. Notification to proceed timing based on weather - April anticipated.
- 4. **Columbia Gas project Phase III** – SR160 Cumberland St. to 10th.
 - a. Columbia Gas scheduled to complete sidewalk and paving in the spring.
 - b. Request sent to Verizon to transfer lines and remove poles.
- 5. **Diamond street project** — *Application 215945*
 - a. Intersection of Diamond and Main Street water accumulation notification required.
 - b. Tom requested permit closure in conjunction with the Main St. project.
- 6. **Street activity.**
 - a. Water line break at 543 Main Street required sidewalk and roadway repair.
 - b. Sewer backup at 1105 Main Street requires discovery of utility access holes on Main.

The Columbia Gas project phase I discussion on the sidewalks. Tom was asked to review the contract for Crilon. Tom spoke to the borough engineer and is to contact the solicitor regarding the contract.

Tom said he will prepare a summary for council.

Frank James said the driveway was damaged due to the sidewalk installation. It was back in May when the line was installed. Tom Fisher said he walked the sidewalk and looked at the driveway which was 20ft from the sidewalk and it had grass growing in the cracks.

The Main Street project – PennDOT had 50K pulled from the contract allotment and we received notification that 42K was returned, and still may be a balance due on the project.

Diamond Street project, Tom Glessner sent photos of the water at Diamond and Main to the Redevelopment authority, which sent to MandB.

The Redevelopment authority requested additional community block grant survey forms be completed from the diamond street residents on the south side of main street.

Executive Session

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

Motion by Stephen E. Custer and seconded by Michael A. Lottig to recess to executive session.

Ayes: 6 Nays: 0 Motion: Carried

At **8:19** 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 Clifford E. Horner to reconvene the regular meeting.

Ayes: 6 Nays: 0 Motion: Carried

At **8:42** P.M., the council reconvened the regular meeting.

*Motion by Michael A. Lottig and seconded by Clifford E. Horner to adjourn this Meeting of the Berlin Borough Council at **8:46** P.M.*

Ayes: 6 Nays: 0 Motion: Carried

Note: The next regular meeting of the Berlin Borough Council is scheduled for Thursday February 3, 2022. The next scheduled meeting of the Berlin Borough Council Committee of the Whole is scheduled for Thursday January 20, 2022, at 4:00 p.m., at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.