



APPROVED AND ACCEPTED MINUTES OF THE BERLIN BOROUGH REGULAR COUNCIL MEETING

March 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. *Present*
Marshal J. Engleka *Present*
Michael A. Lottig *Present*
Stephen E. Custer *Present*
Thomas L. Fisher *Present*
Mayor Joseph Krause *Present*

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

Members of the public: **Please sign the Guest Registry:**
Executive Session proposed time. _____

Brad Allison – Solicitor

The following have asked to address the Council:

Lori Shaw – Swell Ministries Aimee Schober- Swell Ministries

Approval of Minutes: *The minutes will be reviewed and addressed at March 17 meeting.*

~~Minutes of the February 3, 2022, Regular Borough Council Meeting were forwarded for review with the Council meeting packets. (Exhibit 1)~~

~~*Motion by _____ and seconded by _____ to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council held at 7:00 P.M. and dated February 3, 2022.*~~

~~*Ayes: __ Nays: __ Motion: _____*~~

~~Minutes of the February 17, 2022, Committee of the Whole meeting of the Berlin Borough Council were forwarded for review with the Council meeting packets. (Exhibit 2)~~

~~*Motion by _____ and seconded by _____ to approve and accept the minutes of Berlin Borough Council Committee of the Whole Meeting held at 6:00 P.M. dated February 17, 2022.*~~

~~*Ayes: __ Nays: __ Motion: _____*~~

President's Report

CCIS report for February. – **Unavailable at this time.**

NASRO Online training completed the week ending February 18, 2022.

SRO – request equipment purchase. Lower Diamond Area Plan/Update: Review funding opportunities.

2021 Survey of Financial Condition – reviewed by Council President.

Motion by John F. Harding Jr. and seconded by Marshal J. Engleka to approve the purchase of a set of handcuffs per the request of the SRO.

Ayes: 7 Nays: 0 Motion: Carried

Pius Springs woman's Club does not want involved in the fundraising request as presented.

Police Report: - Mayor Joseph G. Krause - Unavailable at this time.

February 1 through February 28, 2022:

The police report was read aloud, and report was not provided to the secretary.

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

Tom Fisher asked when the report was due, and Tom Glessner said he needed the report on the 1st of each month. Mayor Krause said he would provide the monthly police report on the 1st of each month to the borough secretary for the prior month.

Are there any questions or comments?

Committees:

GARBAGE COMMITTEE – John Harding – (Chair)

1. Camera photos for the week ending February 21 and February 28, 2022, printed for review.
2. Recycling dumpster is scheduled for exchange week of March 7, 2022.
3. There have been two requests for acceptance of TVs for electronic recycling from residents.
4. There were a couple TVs received at dumpsters.
5. Spring electronic recycling is scheduled for May 7, 2022, and cleanup day is Scheduled for May 12, 2022, both of which we can advertise on April utility bill and post on the website.

Brett Custer brought excessive garbage to the dumpsters. Tom G. said he has a commercial account, and the borough does not limit the number of bags.

Motion by Stephen E. Custer and seconded by Clifford E. Horner to approve and advertise Spring recycling day May 7, 2022.

Ayes: 7 Nays: 0 Motion: Carried

Motion by John F. Harding Jr and seconded by Michael A. Lottig to approve and advertise Spring cleanup day May 12, 2022.

Ayes: 7 Nays: 0 Motion: Carried

PERSONNEL & FINANCE COMMITTEE – Clifford Horner – (Chair)

1. Treasurer's Report and Bills: - Unavailable at this time.
2. Property Maintenance Complaints & Right to Know Law Requests Cost Summary:
 - a. There was one RTK requests and two property maintenance complaints received in February 2022.
 - b. The YTD total cost for RTK and property complaints is \$150.00.
3. The disconnection notices were issued on February 18, 2022, and on March 1, 2022, Muni-link notified by phone call or txt those customers who still show unpaid at that time. Those customers unpaid as of March 3, 2022, will receive disconnection on March 7, 2022.
4. Meeting with auditors and compliance guide provided for review.
5. Borough Auditors are scheduled to begin week of March 7, 2022.
6. SRO contract review by solicitor and school attorney.
7. Executive Session - Required Personnel, Contract, and Recommendation/Discussion.

Charles asked date of PT officer initial offer Tom G responded 11/04/2021, based on discussion hiring needs to take place after OIC completes background and instructs borough that Uriah is approved to hire.

FIRE & POLICE COMMITTEE – Tom Fisher – (Chair)

1. PT officers provided 24hrs. week ending February 26, 2022.
2. Fire department notification account updated for water line break occurrences.
3. Out of Service fire hydrant at Brubaker and Esken Street requires replacement.
4. Ordinance complaint -Broadway St – same as meeting from Feb 17, 2022.

Ordinance Complaint was regarding the property of the Borough owned garbage cans. Garbage cans setting out along the street and trash on the ground. Council discussed and instructed Tom G to call the McFarland and Clarke. Mayor Joe Krause said Dan Suder has the cans as well.

ELECTRIC & EQUIPMENT COMMITTEE – Mike Lottig – (Chair)

1. Generator Update – Generator report unavailable.
2. Amp is anticipating the end of Peak shaving for the winter months, with our zone setting winter ICP at 2831 on January 27, 2022.
3. Working with AMP to schedule infrared scanning of the electric system.
4. Backhoe required service of coolant hose – had a cut in it and changed pressure sensor based on code and took an oil sample for customer.
5. Replacement Equipment for Meter Reading change from CN80 to Tough pad.
6. APPA Survey of Local Publicly Owned Electric Utility government contributions.
7. Computer system quote requested for FCS/PT position.
8. Decorative Light for West Main Street repaired \$50.00 and to be installed.

Motion by Stephen E. Custer and seconded by Thomas L. Fisher to approve the purchase of Tough pad equipment for meter reading.

Ayes: 7 Nays: 0 Motion: Carried

HOUSE COMMITTEE – Stephen Custer – (Chair)

1. The American Rescue Plan – reporting date and webinar in March 2022.
2. Citizens Power contacted regarding the tower and retrieval of equipment.
3. AMP provided information for grants relating to business lighting and street lighting.
4. Fuel Tank repair, inspection and notifications completed by Petroleum Maintenance Service.
5. Additional quotes requested for independent camera system.
6. Department of General Services Salt contract Due March 15th for the 2022-2023.
7. Swell Ministry request the use of the borough lot for community praise and worship on the following dates: May 22, June 26, July 31, August 28, September 25 and October 30, 2022.
8. Use and scheduling of the borough lot for organizational requests – create request book.

Motion by Michael A. Lottig and seconded by Clifford E. Horner to approve the repair of fuel baskets, fill adapters, and fill inspections in the amount of \$1,862.04.

Ayes: 7 Nays: 0 Motion: Carried

The Swell ministries would like to use the lot from 6-8 PM and requires the use of 1 power supply to operate a single TV.

Motion by _____ and seconded by _____ to approve Swell Ministries to use the borough Lot in accord with the dates listed above.

Ayes: _____ Nays: _____ Motion: _____

Charles said to HOLD for 3/17 meeting, and Tom is to speak to Brad Flick and the Fire Department.

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

- 1. Grant requests**
 - a. Recreational Mini-Grant to be submitted to the SAPPDC by May 2022.
- 2. Columbia Gas project - Phase I - *application 210197*** 12th Street to Cassel
 - a. Crilon will address grass and seeding weather permitting.
- 3. Main Street Revitalization - *MPMS-111482*.**
 - a. Contacted Construction company for repair at 543 Main Street.
 - b. PennDOT Paving plan for 2022, determination of parking and bicycle lane required.
- 4. Cumberland street and Main to Ash. *application 252790***
 - a. Agreement for sidewalk replacement to be completed in March.
 - b. MandB plan updated is to initiate construction in March based on weather.
 - c. Notification to proceed timing based on weather - March anticipated.
- 5. 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.
- 6. Diamond street project — *Application 215945***
 - a. Diamond and Main Street water accumulation contacted construction company.
- 7. Street activity.**
 - a. Street committee members drove streets on February 28, 2022, for possible paving.
 - b. A list of the borough Signage was provided and available for review.
 - c. Main Street requires discovery of utility access holes on East Main.
 - d. Sewage backup at 1105 Main Street.
 - e. Fire hydrant at Esken/Brubaker requires replacement March 2022.

4b. MandB to initiate construction March 21, 2022, weather permitting.

7a. The 14th avenue and Brubaker to Hay Street – Tom said there is a water line planned.

Marshal is to provide a list of Streets.

Charles will review and provide update from the water authority on 14th avenue.

Vine, Mulberry and Maple St. to review closely. If not the street, some intersections require. Tom G will review the intersection of maple and shady lane with Chad and prepare project.

Kukrin company to begin waterline replacement project in March.

Cliff said there is a crack in the Sidewalk area outside the National Hotel.

Tom F. said there is also a crack in the sidewalk in front of 228 Main.

Tom G. also identified crack at the upper diamond in the stamped portion.

Tom G. also said this should be covered by their agreement for a year and will address with the construction company.

Jim Black requested approval for the subdivision on property at 827 Diamond Street.

Motion by Michael A. Lottig and seconded by Thomas L. Fisher to approve the subdivision as presented.

Ayes: 7 Nays: 0 Motion: Carried

Executive Session

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

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

Ayes: 7 Nays: 0 Motion: Carried

At 7:05 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 Stephen E. Custer and seconded by Michael A. Lottig to reconvene the regular meeting.

Ayes: 7 Nays: 0 Motion: Carried

At 7:49 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 8:44 P.M.

Ayes: 7 Nays: 0 Motion: Carried

Note: The next regular meeting of the Berlin Borough Council is scheduled for Thursday April 7, 2022. The next scheduled meeting of the Berlin Borough Council Committee of the Whole is scheduled for Thursday March 17, 2022, at 4:00 p.m., at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.