



**Borough of Berlin
700 North Street
Berlin, PA 15530**

Regular Meeting

May 5, 2022 – 7:00 P.M.

Official and Approved Minutes

Meeting was called to order by President Charles Rhodes and the Pledge of Allegiance to the American Flag was repeated.

Members Present were: Charles Rhodes, President; Mike Lottig, V. President; Cliff Horner, Pres. Pro-tem; John Harding; Steve Custer; Tom Fisher; Marshal Engleka. Joseph Krause was absent.

Others attending: Kevin Yoder and Brian Coughenour

Kevin Yoder reviewed the sidewalk project, Cumberland to Main to 10th Ave and North St., as well as the portion between 11th Ave and Cassel Drive completed by CriLon Corp. Tom Fisher made the motion, seconded by Steve Custer to pay CriLon Corp. the final payment of \$9,802.49 for the project. Ayes 7 Nays 0 Motion Carried.

The portion from Cumberland Street to Ash Street and North Street Section, will be completed May 9th. M & B has sent a pay request #2 for \$123,254.35. Kevin Yoder reviewed the request and ok'd the request. Mike Lottig made a motion, seconded by Marshal Engelka, to pay M & B \$123,254.35. Ayes 7, Nays 0. Motion Carried.

Kevin Yoder explained the \$1,000.00 change order at 806 Main Street, the Parish sidewalk. Columbia Gas will pay for this change order. Marshal Engleka made a motion, seconded by John Harding, to except the change order for \$1,000.00 for 806 Main Street that will be reimbursed by Columbia Gas. Ayes 7, Nays 0. Motion carried. Columbia Gas will be billed for \$71,378.97 plus \$1000.00.

Kevin Yoder and Tom Fisher explained the property owner's sidewalk issues in the section at Ash Street to Valley Road. Steve Custer made a motion, seconded by Marshal Engleka to pay the extra \$5,000 to fix the sidewalks into the private homes. Ayes 5, Nays 2, roll call vote: Steve Custer, yes; Charles Rhodes, no; Marshal Engleka, yes; Tom Fisher, yes; Mike Lottig, yes; John Harding, yes; Cliff Horner, no. Motion carried.

Kevin also explained the TA set aside grant (\$1,000,000) that was awarded to Berlin Borough. This grant is for new sidewalks along Main Street (north side) from North Street to Cassel Street and (south side) 10th Avenue to Hay Street. The construction start time would be late summer of 2023. Kevin suggested to have the Redevelopment Authority handle the funds, bidding and inspection of this project. Kevin Yoder will provide more information at the June Council of the Whole meeting.

Mayor's Police Report was read by Charles Rhodes. Tom Fisher made a motion, seconded by Mike Lottig to approve the Police Report. Ayes 7, Nays 0. Motion carried.

Park and Planning

Gross Metal Fabrication Estimate on Kiosk \$1825, Cliff Horner to check on price of powder coating the frame and plexiglass price at Berlin Lumber.

Park Maintenance –Tom Fisher spoke with Kevin Ickes to inform him that the borough will take care of the park area.

Garbage

Charles Rhodes will check with Jimmy Snyder on the crib for metal recycling.

Personnel and Finance

Ad for Executive Secretary was placed in the Cumberland Times and the Tribune Democrat. Cumberland Times published it on Monster.com at no charge.

Edward Slifco, new Outside Supervisor started May 2, 2022.

Cindy Flamm is working on a t-shirt and hoodie list that has Berlin Borough imprint. This should give the meter reader some Borough identification.

Mike Lottig made the motion, seconded by Steve Custer to except the April treasurer's report. Ayes 7, Nays 0. Motion Carried.

Marshal Engleka made the motion, seconded by Cliff Horner to approve the bills for April. Ayes 7, Nays 0. Motion Carried.

There were no Right To Know requests or complaints reported for April.

House

Gale Shaffer, coordinator of the Bookmobile, will send a letter with the dates they will need to use the parking lot along Mulberry.

Requests for use of the Block Party Lot to hold an auction was tabled.

Steve Custer, made a motion, seconded by John Harding to contact Randy Watson to have the two sets of double doors painted to the community room. Ayes 7, Nays 0. Motion Carried.

Fire & Police

Karl Kinkopf never called in to schedule hours to work. The Police Dept. is running at about 77 hours of coverage per week. The Police committee will meet to discuss how many hours of coverage is needed.

Streets, Sidewalks Storm Sewers

Sidewalk Projects were addressed at the beginning of this meeting.

Marshal Engleka gave a listing for a Paving Plan for 2022. Marshal was asked to prioritize the list. George Spinelli @ Penn Dot will need contacted.

It was agreed to place an additional stop sign at Fairview Rd. and Meyers Rd at High Street. Some of the traffic does not stop and this is a hazard to the children in the area.

Brothersvalley Twp was notified to proceed with tarring & chipping the Borough's portion of Shady Lane when they do the township portion. They will be doing this later this summer before school starts and they will bill the Borough for our portion.

David Stien, Maintenance Manager at Meadow View Nursing Center, asked if the Borough could patch potholes in their driveway from their garage to the dumpsters. The Borough would bill the Nursing Center for labor and materials. Marshal Engleka made a motion, seconded by Mike Lottig to approve the patching and charge Meadow View for labor and materials. Ayes 7, Nays 0 Motion carried.

Electric & Equipment

Steve Custer sent info about AMP's connection to Residential Solar. This is a 43 page document. Information was requested of the Planning Commission.

Wiedenhof Electric installed/moved Younkin Electric meter to the outside wall of the house at 178 Vine Street. Ray Younkin will be billed on his account, 1/12 of the charge from Wiedenhof Electric.

It was suggested to check into the cost of a new Garbage Truck to replace the 1994 garbage truck.

Other Information

There was a power outage in the four hundred block of Main St. Sunday, May 1st around 11 am. Three buildings were involved, Ruby Brennen, Dan Suder Apartments and Custer Apartments. Wiedenhof Electric was called in and had the power restored by 1:40 pm.

Municipal Authority Update

Boring under Huckleberry Hwy (Rt.160) started on May 4th. Installation of the new water line will follow.

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: 7

Nays: 0 Motion: Carried

At 8:29 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 Lottig and seconded by John Harding to reconvene the regular meeting.

Ayes: 7

Nays: 0 Motion: Carried

At 8:49 P.M., the council reconvened the regular meeting.

Ayes: 7

Nays: 0 Motion: Carried

John Harding made the motion, seconded by Marshal Engleka, to hire Raymond "Dean" Oakes full-time giving him one year to obtain his CDL. Ayes 7, Nays 0. Motion carried.

Michael Lottig made the motion, seconded by John Harding, to advertise the Executive Borough Secretary position with a salary range of \$65,000 - \$75,000. Ayes 7, Nays 0. Motion carried. This will be advertised on indeed.com.

Michael Lottig made a motion, seconded by Steve Custer, to adjourn this meeting at 8:58 pm. Ayes 7, Nays 0. Motion carried.

The next meeting of the Berlin Borough Council of the Whole will be May 19, 2022 at 4:00 pm.

Submitted by Cindy Flamm, Temporary Borough Secretary