



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

Regular Council Meeting

April 6, 2023 – 4:30 P.M.

Approved and Official Minutes

The meeting was called to order by President Charles Rhodes

Pledge of Allegiance to the American Flag was quoted.

Council Attending:

Charles Rhodes – Present
Michael Lottig – Present
Clifford Horner – Present
John Harding – Present
Marshal Engleka – Present
Stephen Custer – Present
Thomas Fisher – Present
Mayor Joseph Krause - Present

Others Attending – Katie Hutzell, Apex Companies, Tim Sprowls, Berlin School Resource Officer, Terry DePhillips, Berlin Auditor, Kelby Hay, Resident and Traci Horning, Executive Borough Secretary.

Tim Sprowls, Berlin School Resource Officer presented to council a proposal from the school police at Berlin Brothersvalley School District. This is the first full year that Tim has been at the school. A request for Uniform Stipend of \$500, safety upgrades for BBSD for "Nightlock" lockdown safety shades of \$3,048.68, 2 SLOW DOWN safety signs on Dively Drive of \$56.90 and "Lifevac" school kit (anti-choking kit) of \$240 for a total request of \$3,350. Tim gave an explanation that the funding is just not there for the needs that BBSD needs for these items. BBSD was awarded a PSSA safety grant in the amount of \$14,000 that was used to place locks on all the doors. There is a new intercom being installed over the summer which is being funded by the PSSA Grant. Tim stated his salary is being put as a line item on the school budget due to the grant funding of his salary is done. With the grant funding not being available Tim representing BBSD is asking the Borough to help with the above-mentioned items.

Terry DePhillips, Berlin Auditor stated the Borough is doing a great job staying in the green.

Kelby Hay, resident of Berlin stated he was approached by Berlin Brethren Church on Main Street to see if he was willing to relocate the parsonage house on his Cedar Heights property. He will be responsible for the costs of moving and to set the house on his

property. He was asking the Borough what all he would need to do if he decided to relocate the home.

Katie Hutzell, APEX Companies introduced herself and gave some information on APEX.

Motion by Stephen Custer, seconded by John Harding, to approve the March 2, 2023, Regular Council Meeting. Ayes 7, Nays 0. Motion carried.

Motion by Michael Lottig, seconded by Thomas Fisher, to approve the Mayor's Police Report for March 2023. Ayes 7, Nays 0. Motion carried.

Had a discussion on various issues within the Borough.

Park and Planning

Clifford Horner to touch bases to see about the kiosk for the lower diamond at the clock.

Garbage

Clean up day for Berlin Borough is Thursday May 11, 2023.

Department of Environmental Protection (DEP) had a complaint regarding the garbage dumpsters that are on Stewart Street at the maintenance building and made a visit to the Borough office Monday April 3, 2023, to investigate. Was stated that the Borough is considered a transfer facility due to providing dumpsters for a paying customer to dispose of their garbage. Need to be permitted and follow the DEP regulations and guidelines.

After discussion among the council regarding the dumpsters, DEP regulations and requirements the council decided to remove the dumpsters at the maintenance building on Stewart Street on Friday April 21, 2023.

Motion by Marshal Engleka, seconded by Clifford Horner, to approve removing the dumpsters for garbage at the maintenance building on Stewart Street on April 21, 2023, for indefinite. Ayes 7, Nays 0. Motion carried.

Ordinance No. 361 for municipal service for collection of garbage needs to be sent to Lois Witt Caton, Attorney for review.

Personnel and Finance

Motion by Michael Lottig, seconded by Clifford Horner, to approve the Borough of Berlin Concise Financial Statement Prepared on a Cash Basis for the Year Ended 31 December 2022. Ayes 7, Nays 0. Motion carried.

Received applications need to be reviewed.

Motion by John Harding, seconded by Thomas Fisher, to approve Daniel Deaner to move from Part-Time to Full-Time outside worker effective April 10, 2023. Ayes 7, Nays 0. Motion carried.

Motion by Michael Lottig, seconded by Stephen Custer to approve the February and March 2023 bills. Ayes 7, Nays 0. Motion carried.

Motion by John Harding, seconded by Marshal Engleka to approve the revised Treasurer's Report for January 2023. Ayes 7, Nays 0. Motion carried.

Motion by Michael Lottig, seconded by Thomas Fisher to approve the Treasurer's Report for February and March 2023. Ayes 7, Nays 0. Motion carried.

House

The generator in the Community Building to provide power to the fire department is to be maintained by Edward Slifco, outside supervisor.

Both sets of outside doors to the Community Building need to be looked at and fixed.

Streets, Sidewalks, Storm Sewers

Received nine (9) Request for Proposals (RFP) for Engineers. Council to look and decide.

DCED Multimodal Transportation Fund has funding available to for sidewalk/streetscape work. Applications need to be submitted by July 31, 2023. Grants not to exceed \$3,000,000 for the project and no match is needed.

The Borough Code powers the right to monitor the streets and sidewalks. Section 1202 Specific Powers Number 12.

Lead lines on Main Street have been getting changed in the last few weeks. From Vine Street to Cumberland Street there are 8 that need to be changed.

Street paving proposals for 2023 have been presented to Council. Need to contact PennDOT to present to them what Borough streets are proposed to be paved.

Manhole at 737 Stewart Street needs to be looked at.

Electric & Equipment

Discussion among Council in regarding the Borough to continue to do backhoe work for a resident/job.

Motion by Michael Lottig, seconded by Clifford Horner to approve the elimination of custom work with the backhoe for a Borough resident. Ayes 7, Nays 0. Motion carried.

COSTARS Cooperative Purchasing Program for DGS Sodium Chloride (Road Salt) for August 2023 to July 2024 Season does not have to be ordered for this term. There is plenty of inventory to get through.

The USP battery for the generators has been replaced and a second USP battery has been installed. Generators have been tested and no problems have been detected.

Information session on new technology regarding generating electricity was presented by Dylan Energy on April 10, 2023 at the Somerset Borough Office in Somerset.

Contact Penelec and discuss about a fence around the Borough's electrical equipment at the substation on Vine Street.

Fire & Police

Police Coverage hours:

February 25 – March 4

FT hrs = 80 (W. Gonzalez 40 B. Barron 40)

PT hrs = 0 (M.Craig 0)

March 5 - March 11

FT hrs = 90 (W. Gonzalez 50, B. Barron 40)

PT hrs = 0 (M.Craig 0)

March 12 – March 18

FT hrs = 92 (W. Gonzalez 50, B. Barron 42)

PT hrs = 4 (M.Craig 4)

March 19 – March 25

FT hrs = 89 (W. Gonzalez 50, B. Barron 39)

PT hrs = 0 (M.Craig 0)

March 26 – April 1

FT hrs = 80 (W. Gonzalez 40, B. Barron 39)

PT hrs = 5 (M.Craig 5)

Internal Affairs Policy to discuss at the next meeting.

Election law is very specific on what can be on a ballot to vote for. Fire whistle to blow or not to blow between the hour of 10 p.m. to 6. a.m. will have to have a letter/ballot sent to homeowners from the Borough.

Police car #10 had tires purchased.

Other Information

Berlin Area Ambulance Association sent the 2022 annual report of activities. Berlin Area Ambulance Association is requesting a donation. The Borough of Berlin does the payroll for the Berlin Area Ambulance Association at no cost so no donation at this time will be given.

Somerset County Commissioners sent a letter about Act 30 signed in June 2018 to enable Commercial Property Assessed Clean Energy financing (C-PACE). The council would like to have a County Commissioner to be present at a meeting to discuss this further.

Contact Brandon Sterle, HRM Pavement Maintenance LLC to get a quote to seal coat the upper lot at the Borough Building.

The council has decided at this time not to make a donation regarding the request from Tim Sprowls, Berlin School Resource Officer.

Executive Session

None

Municipal Authority Update

None.

Adjournment

At 6:40 P.M. a motion was made by Michael Lottig, seconded by John Harding to adjourn this meeting. Ayes 7, Nays 0. Motion carried.

Traci Horning

Submitted By: Traci Horning, Executive Secretary