



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

## **Regular Council Meeting**

**October 3, 2024 – 4:30 P.M.**

### **Approved and Official Minutes**

---

The meeting was called to order by President Michael Lottig

Pledge of Allegiance to the American Flag was quoted.

**Council Attending:**

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

Others Attending –Robert Ansell, Patrick Broderick, Patrick Carns of Westmoreland Commercial Roofing and Traci Horning, Executive Borough Secretary

Patrick Carns of Westmoreland Commercial Roofing presented information to replace the borough building roof.

Patrick Carns left the meeting.

Patrick Broderick presented to the council about the borough having a survey done for the right of way for 12<sup>th</sup> Avenue. The No Parking sign that was placed by the borough on 12<sup>th</sup> Avenue has been taken down or knocked down.

Robert Ansell asked the council if the all the speed limit signs, and the school crossing sign are going to be replaced or put back up. Mr. Ansell was informed that M&B will be replacing all the signs when they are finished with the project they are working on now in Garrett.

Motion by Stephen Custer seconded by Clifford Horner, to approve the September 5, 2024, Regular Council Meeting. Ayes 6, Nays 0. Motion carried.

Motion by John Harding, seconded by Marshal Engleka, to approve the Mayor and Police Department's Report for September 2024. Ayes 6, Nays 0. Motion carried.

### Park and Planning

Mike Fogle gave an update for the park area at the Lower Diamond. Going to get a bid list together to what is all needed to do the project at the Lower Diamond.

Contacted Andy Rush of UPMC about the project at the Lower Diamond waiting for a return call.

Motion by Michael Fogle, seconded by Clifford Horner to approve the lower diamond project upon approval from UPMC Somerset.

### Garbage

A discussion among council about the garbage cost that is being charged from Waste Management. Talked about raising rates, bag limit, large items and any other options that would help with the weight and tonnage.

John Harding left the meeting at 5:10 pm.

Motion by Stephen Custer, seconded by Michael Fogle to approve a limit each week of four (4) thirty-gallon (30) trash bags and each trash bag weighing no more than thirty-five (35) pounds starting November 1, 2024. Ayes 5, Nays 0. Motion carried.

### Personnel and Finance

Motion by Stephen Custer, seconded by Michael Fogle to approve the August 2024 bills. Ayes 5 Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Marshal Engleka to approve the Treasurer's Report for August 2024 Ayes 5, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Stephen Custer to approve the 2025 Employer Health, Dental and Eye insurance rates as presented at the meeting. Ayes 5, Nays 0.

Motion by Marshal Engleka, seconded by Clifford Horner to approve the Municipal Real Estate/Per Capita Rate Reporting Sheet Tax Year 2025. Borough/Township Discount Rate 2%, Penalty Rate 5%. Per Capita Tax Rate \$5.00. Ayes 5, Nays 0. Motion carried.

Outside labor go to executive session at the end of meeting.

Financial Requirement and Minimum Municipal Obligation for the year 2025 Borough (CB Plan) Pension Plan requires an administrative charge of \$60.00 (3 members X \$20.00).

Motion by Marshal Engleka and seconded by Clifford Horner to approve the Minimum Municipal Obligation for the Borough pension plan 56-015-3-n2 in the amount of \$60.00. Ayes 5, Nays 0. Motion carried.

The Financial Requirement and Minimum Municipal Obligation for the year 2025 current Borough Pension Plan requires funding at .1333 of 2024 wages and administrative charge for a total funding in the amount of \$45,550.00.

Motion by Marshal Engleka and seconded by Clifford Horner to approve the Minimum Municipal Obligation for the Borough pension plan 56-015-3-n1 in the amount of \$45,550.00. Ayes 5, Nays 0. Motion carried.

#### House

Motion by Clifford Horner and seconded by Marshal Engleka to approve advertising for the placement of a new roof on the Borough Community Building. Ayes 5, Nays 0. Motion carried.

#### Streets, Sidewalks, Storm Sewers

An email was sent August 29, 2024, from Melissa Meade, PA Department of Transportation, Engineering District 9-0 of 1620 North Juniata Street, Hollidaysburg, PA 16648 about the PennDOT District 9-0 office is conducting a municipal outreach as part of the 2025 PennDOT Connects Program about input on transportation projects under development in the municipality. The council looked over the handout from the email over the past month and has no questions or concerns. Contact Melissa Meade to let her know there are no concerns or questions.

Marshal Engleka gave an update on streets, sidewalks and storm sewers. The log house on Vine Street is being dedicated on Saturday October 12, 2024, at 2 pm. The Borough lot can be used for parking. There is concern of the speed of vehicles that are traveling on 10<sup>th</sup> Avenue. Going to have a police officer sit on this street to monitor the speed of vehicles.

The council discussed the Right of Way (ROW) on 12<sup>th</sup> Avenue. Going to investigate having the ROW marked.

#### Electric & Equipment

Motion by Clifford Horner and seconded by Marshal Engleka to approve the quote from T&R Electric of Box 180, Colman, South Dakota, 57017 for four (4) Single Phase 100 KVA Pole Mount transformers in the amount of \$15,000. Ayes 5, Nays 0. Motion carried.

American Municipal Power, Inc sent an email explaining the information on power costs for the next five years for electric. Check to see when the current electric contract expires? When does the current maintenance agreement for the generators expire.

Local Share Account (LSA) grant is open from September 1 to November 30, 2024, to apply for money up to \$1,000,0000. Received the quotes needed to apply for the grant for the electrical building.

Robert Ansell left the meeting

#### Fire & Police

Police Coverage hours:

September 1 – September 7

FT hrs = 90 (W. Gonzalez 50, R. Norman 40)

September 8 - September 14

FT hrs = 90 (W. Gonzalez 50, R. Norman 40)  
September 15 – September 21  
FT hrs = 90 (W. Gonzalez 50, R. Norman 40)  
September 22– September 28  
FT hrs = 90 (W. Gonzalez 50, R. Norman 40)

Patrick Broderick left the meeting.

Motion by Marshal Engleka and seconded by Clifford Horner to approve the quote from Technology Enterprise Group, Inc. for 2025 MACH software license for three (3) licenses for the period of January 1, 2025, to December 31, 2025, in the amount of \$1,350.00. Ayes 5, Nays 0. Motion carried.

Two (2) quotes were presented to council to repair the front bumper of the 2013 Ford police car.

Motion by Clifford Horner and seconded by Marshal Engleka to approve the quote from Glessner's Auto LLC of 1405 White Horse Road, Berlin, PA for replacing the front bumper in the amount of \$1,124.40. Ayes 5, Nays 0. Motion carried.

Local Share Account (LSA) grant is open from September 1 to November 30, 2024, to apply for money up to \$1,000,000. Received the quotes needed to apply for the grant for a new police car.

#### Other Information

The Department of Environmental Protection sent a letter regarding multiple complaints of open burning in our region. Encouraging local governments to actively prohibit open burning while developing safer and more environmentally friendly ways of dealing with waste material. Suggest adopting an open burning ordinance.

Somerset County Boroughs Association Dinner Meeting is Thursday October 17, 2024, at Rizzo's in Windber, PA.

An account form was sent out to borough residents for whom we don't have a paper copy of where they live for our files. The form sent out asked for social security numbers. A new form will be sent out and we are only asking for Name, Address, Phone Numbers, rent or own and an email address if you have one.

Municipal Monthly Report/Inspections was given to council.

#### Municipal Authority Update

None.

#### Executive Session

At 6:41 P.M., Clifford Horner made the motion, seconded by Stephen Custer for 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 and 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. Ayes 5, Nays 0, Motion carried.

At 6:45 P.M. Stephen Custer made the motion, seconded by Marshal Engleka to have the council reconvened the regular meeting. Ayes 5, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Stephen Custer to approve the hiring of Ryan Tressler of Berlin, PA as Full-Time outside Labor at an hourly rate of \$15.50, effective October 7, 2024, upon completion of all pre-employment testing and requirements. Ayes 5, Nays 0. Motion carried.

Right of Way for 12<sup>th</sup> Avenue from Main Street to Broderick Street needs to be remarked.

Adjournment

At 6:51 P.M. a motion was made by Marshal Engleka, seconded by Clifford Horner to adjourn this meeting. Ayes 5, Nays 0. Motion carried.

Traci Horning

---

Submitted By: Traci Horning, Executive Secretary